

City of Fairburn Work Session Agenda

September 12, 2022

5:00 pm

The Honorable Mayor Mario Avery, Presiding

The Honorable Mayor Pro-Tem Hattie Portis-Jones
The Honorable Alex Heath
The Honorable Ulysses J. Smallwood

The Honorable Linda J. Davis
The Honorable Pat Pallend
The Honorable James Whitmore

Mr. Rory Starkey
Mr. Tony Phillips
Ms. Brenda B. James

City Attorney
City Administrator
City Clerk

- I. Meeting Called to Order: The Honorable Mayor Avery
- II. Roll Call: City Clerk
- III. Agenda Items:
 1. Abolish Comp Leave Policy and Authorize Change to Leave Accruals (Human Resources)
 2. Class & Compensation Study (Human Resources/Evergreen Solutions)
- IV. Adjournment



CITY OF FAIRBURN

CITY COUNCIL AGENDA ITEM

SUBJECT: Abolish Comp Leave Policy and Authorize Change To Leave Accrual

() AGREEMENT () POLICY / DISCUSSION () CONTRACT
() ORDINANCE (X) RESOLUTION () OTHER

Submitted: 09/06/2022

Work Session: 09/12/2022

Council Meeting: 09/12/22

DEPARTMENT: Fire & Human Resources

BUDGET IMPACT: \$32,294.18

PUBLIC HEARING: () Yes (X) No

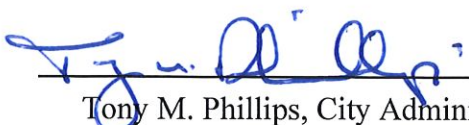
PURPOSE: To ensure consistency City-wide with overtime leave pay provisions and to reduce the City's financial liability with comp leave, requesting approval to abolish the Compensatory Time Off Policy provisions, authorize payout of the Fire personnel current balance of comp time leave, grant 72.0 hours of annual leave to Fire personnel assigned to 24-hr shift, and authorize change to sick leave and annual leave accrual rates for all full-time employees.

HISTORY: The Fire Department's shift personnel are assigned to a 24-hr shift and work a 28-day cycle. The Fire Department has used comp time leave accrual in lieu of payment for overtime as a method to use accrued comp leave to take time off to care for self, a family member, and a child, or as a method to take vacation due to the low accrual rate within the annual leave and sick leave policy.

FACTS AND ISSUES: The City has a Compensatory Time Off policy that only allows for Fire personnel to accrue comp time leave at time and a half in lieu of earning overtime. Current annual leave and sick leave accrual rates specifically for the Fire Department does not allow for enough leave to cover time off for one shift.

FUNDING SOURCE: The Fire Department has salary savings in budget line 100-3500-51-2800 [Comp Time] to cover the cost of the comp time leave payout. No additional funding is requested to establish a new annual leave and sick leave accrual structure. Leave will be paid in accordance with the employee's respective salary which is currently budgeted annually. The front load of 72.0 hours of annual leave has no accrual rate, no carryover provisions, or monetary value upon an employee's separation of employment.

RECOMMENDED ACTION: Request Mayor and Council approval to abolish the Compensatory Time Off Policy provisions, authorize payout of the Fire personnel current balance of comp time leave, front load 72.0 hours of annual leave to Fire personnel assigned to a 24-hr shift, and authorize a new sick leave and annual leave accrual rate schedule that reflect years of service for all full-time employees.



Tony M. Phillips, City Administrator

City Of Fairburn

Comp Leave and Leave Accrual Policy



Situated to Succeed

Comp Time Leave & Leave Accrual Policies

City Council Session



- ❑ Overview of Comp Leave Policy
- ❑ Comp Leave Payout Recommendation
- ❑ Leave Accrual Policy (Sick & Vacation)
- ❑ Leave Accrual Recommendations



COMP TIME LEAVE OVERVIEW

□ 2-51.4 COMPENSATORY TIME OFF

Non-exempt employees who work overtime may receive compensatory time off in lieu of overtime wage payments. Such compensatory time off will be paid at a rate of one and one-half hours for each overtime hour worked, instead of cash overtime pay.

□ Currently, leave provisions under this policy is only being applied to the Fire Department



COMP TIME LEAVE OVERVIEW

❑ Advantage Of Abolishing Comp Leave

- Will ensure consistency amongst all non-exempt hourly employees to be paid at a rate of one and one-half hours for each overtime hour worked
- Will reduce financial liability to the City

❑ Disadvantage of Abolishing Comp Leave

- Firefighters are not able to accrue enough leave per leave policy to take time off equivalent to their shift



COMP TIME LEAVE RECOMMENDATIONS

- Pay out comp leave balance at current rate prior to implementation of the new pay rates
- Comp leave payout to be paid on off-cycle payroll on September 23, 2022
(The Fire Dept currently has salary savings for FY22 to cover the leave payout)
- Front load Firefighters 72 hours of annual leave to allow for any future planned time off that they otherwise would be losing due to the comp leave payout. These 72 hours have no payout provisions and must be used by September 30, 2023.
- Implement new sick and annual leave accrual schedule that reflects years of service

LEAVE ACCURAL POLICY

OVERVIEW

□ 2-53.7 ANNUAL LEAVE

City provides full-time employees with a benefit of paid annual leave that may be used for absences for vacation and other personal reasons. Part-time and temporary employees are not eligible for annual leave.


□ 2-53.8 SICK LEAVE

The City provides full-time employees a benefit of paid sick leave that may be used for absences due to bona fide illness, injury, medical appointments or examinations. Sick leave also may be taken for the healthcare of an employee's immediate family member.





ANNUAL & SICK LEAVE ACCRUAL

- Full-time non-public safety employees who work 2,080 hours a year or more earn annual leave at a rate of 3.69 hours per pay period.
 - Full-time Police Department employees, who work 12-hours shiftwork amounting to 2,184 hours a year, earn annual leave at a rate of 3.88 hours per pay period.
 - Full-time **Fire Department** employees, who work 24-hour shiftwork amounting to 2,756 hours a year, earn annual leave at a rate of 4.98 hours per pay period.
- 



SICK LEAVE AND VACATION LEAVE ACCRUAL RATES

Recommendations:

- Use holistic approach and structure annual leave for **all** employees based on years of service.
- Update sick leave accrual rates based on employee status.
- Changes to accrual rates would apply for 8-hr regular employees, 12-hr shift Police employees, and 24-hr shift Fire employees.
- Front Load 24-hr shift Fire **72.0** hours of annual leave for any future planned time off that they otherwise would be losing due to the comp time leave payout.
- **These 72 hours have no payout provisions and must be used by September 30, 2023.**

NEW ANNUAL LEAVE ACCRUAL

REGULAR FULL-TIME EMPLOYEES (Excluding 24-Hour Fire & 12-Hour Police)			
Years of Service	Bi-Weekly Accrual (Hours)	Annual Accrual (Hours)	Annual Accrual (Days)
1 to 4 years	4.0 hours	104 hours	13.0 days
5 to 9 years	5.5 hours	143 hours	17.88 days
10 to 14 years	6.5 hours	169 hours	21.13 days
15 to 19 years	7.5 hours	195 hours	24.38 days
20 years and above	8.0 hours	208 hours	26.0 days

NEW ANNUAL LEAVE ACCRUAL

REGULAR FULL-TIME EMPLOYEES (12-Hour Police)			
Years of Service	Bi-Weekly Accrual (Hours)	Annual Accrual (Hours)	Annual Accrual (Days)
1 to 4 years	6.0 hours	156 hours	13.0 days
5 to 9 years	7.5 hours	195 hours	16.25 days
10 to 14 years	8.5 hours	221 hours	18.42 days
15 to 19 years	9.5 hours	247 hours	20.58 days
20 years and above	10.0 hours	260 hours	21.67 days


NEW ANNUAL LEAVE ACCRUAL

REGULAR FULL-TIME EMPLOYEES (24-Hour Fire)			
Years of Service	Bi-Weekly Accrual (Hours)	Annual Accrual (Hours)	Annual Accrual (Days)
1 to 4 years	12.0 hours	312 hours	13.0 days
5 to 9 years	13.5 hours	351 hours	14.63 days
10 to 14 years	14.5 hours	377 hours	15.71 days
15 to 19 years	15.5 hours	403 hours	16.79 days
20 years and above	16.0 hours	416 hours	17.33 days




NEW SICK LEAVE ACCRUAL

Employee Type	Bi-Weekly Accrual	Annual Accrual
Regular Full-Time	4.0 hours	104 hours
12-hour Police	6.0 hours	156 hours
24-Hour Fire	12.0 hours	312 hours





ADDITIONAL RECOMMENDATIONS:

- Maximum annual leave carryover for full-time employees and 12-hour Police is 240.0 hours.
 - Maximum annual leave carryover for full-time 24-hour Fire is 344.0 hours.
 - When an employee transfer to or from a 12-hr or 24-hr shift schedule, their annual and sick leave balance will be converted to provide the equivalent leave balance value in the new work schedule.
 - When an employee is separated from the City, such employee shall be paid for all unused annual leave earned, up to a maximum of 344 hours
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QUESTIONS



CITY OF FAIRBURN

CITY COUNCIL AGENDA ITEM

SUBJECT: Approve Pay Plan Schedule, New Classification, and Pay Recommendations

☐ AGREEMENT
☐ ORDINANCE

☐ POLICY / DISCUSSION
☐ RESOLUTION

☐ CONTRACT
☒ OTHER

Submitted: 09/06/2022

Work Session: 09/12/2022

Council Meeting: N/A

DEPARTMENT: Human Resources

BUDGET IMPACT: To Be Determined

PUBLIC HEARING: ☐ Yes ☒ No


PURPOSE: The City is committed to promoting equity by accurately aligning classifications and assignments, fostering the attraction and retention of qualified individuals, providing opportunities for employee growth and development, and ensuring competitive pay practices and internal equity. A classification and compensation study was conducted to develop an equitable, reliable, and competitive classification system that supports the City's mission.

HISTORY: The City's classification, pay schedule, and pay practices have not been reviewed or formalized. This has led to inconsistent salary actions and compression across departments, high turnover amongst public safety personnel, and operational challenges to sustain consistent internal equity and recruit or retain talented personnel.

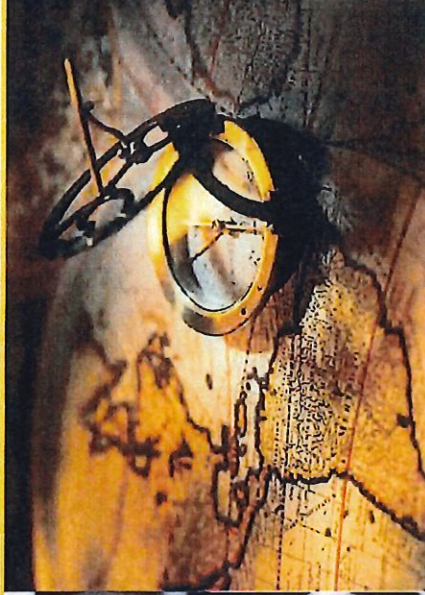
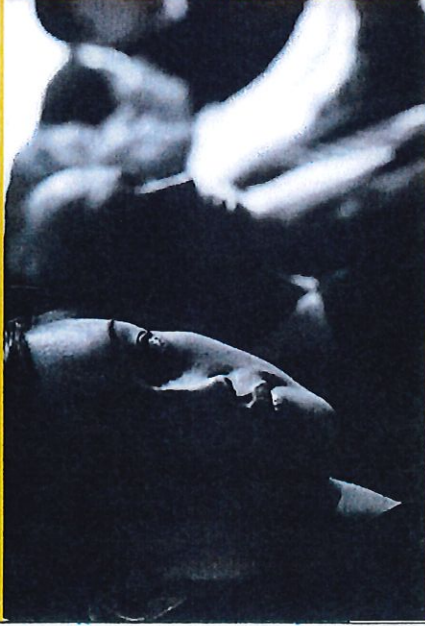
FACTS AND ISSUES: The goal of the classification and compensation study was to ensure the City's compensation system follows best management practices, is equitable across all departments, and market competitive to attract and retain highly qualified employees. The consultant has conducted a comprehensive market analysis of all City positions with comparable and surrounding jurisdictions. Based on the market analysis, the City is on average about 30% behind market.

FUNDING SOURCE: Each respective department will absorb the cost of salary changes resulting from the class and comp study in their respective Personnel Services budget line.

RECOMMENDED ACTION: Request Mayor and Council approval of the proposed Pay Plan Schedule, classifications, and pay recommendations at the September 26, 2022 Council meeting.


Tony M. Phillips, City Administrator

Classification and Compensation Study for the City of Fairburn, GA



Evergreen Solutions, LLC

Council Presentation

September 12, 2022



City of Fairburn Council Meeting

Agenda

September 12, 2022

7:00 pm

The Honorable Mayor Mario Avery, Presiding

The Honorable Mayor Pro-Tem Hattie Portis-Jones
The Honorable Alex Heath
The Honorable Ulysses J. Smallwood

The Honorable Linda J. Davis
The Honorable Pat Pallend
The Honorable James Whitmore

Mr. Rory Starkey
Mr. Tony Phillips
Ms. Brenda B. James

City Attorney
City Administrator
City Clerk

- I. Meeting Called to Order: The Honorable Mayor Avery
- II. Roll Call: City Clerk
- III. Invocation: Rev. Evan Hill, First Baptist Church
- IV. Pledge of Allegiance:
- V. Presentations and Proclamations:
- VI. Adoption of the City Council Agenda:
- VII. Approval of the Minutes: Regular Council Meeting Minutes of August 22, 2022
- VIII. Public Comments: Thirty (30) minutes shall be available for public comments. Each speaker shall be limited to three (3) minutes; however, a speaker may transfer his or her three (3) minutes to another speaker, but no speaker shall be permitted to speak for more than (6) minutes; further in the event, if more than ten (10) speakers desire to speak, each speaker shall be limited to two (2) minutes and no speaker may speak more than four (4) minutes. Issues raised at this time are generally referred to City Administration for review. Responses will be provided later.

IX. **Agenda Items:**

1. Creative Crosswalk Project

Recommendation: The Art Advisory Council and staff recommends that Mayor and Council approve the proposed art designs and concepts for the Creative Crosswalk Project. **(Planning & Zoning/Economic Development)**

2. Mural Installation

Recommendation: For Mayor and Council's approval for the installation of a painted mural by John Christian of Go Georgia Arts, Inc on the side exterior wall of the building located at 41 West Broad Street, Fairburn, Ga. **(City Administrator)**

3. Art Advisory Council Appointment

Recommendation: Mayor Avery would like to appoint Fredrick Harper to fill the unexpired term of Michael Sawicki on the Arts Advisory Board. The term will begin immediately and will expire February 24, 2024. **(Planning and Zoning)**

4. Ordinance to Abolish Comp Leave Policy and Authorize Change to Leave Accruals

Recommendation: For Mayor and Council's approval of the ordinance to abolish the Compensatory Time Off Policy provisions, authorize payout of the Fire personnel current balance of comp time leave, front load 72.2 hours of annual leave to Fire personnel assigned to a 24-hr shift, and authorize a new sick leave and annual leave accrual rate schedule that reflect years of service for all full-time employees. **(Human Resources/Fire)**

5. Resolution to Adopt the FY2022 Millage Rate

Recommendation: For Mayor and Council to adopt the 2022 Millage Rate of 1.46 mills for General Obligation (G.O.) Bonded Indebtedness and 8.1 mills for the millage rate, for a total of 9.56 mills. **(Finance Department)**

6. Ordinance to Adopt the FY2022-2023 Budget

Recommendation: For Mayor and Council to adopt the ordinance for the FY2022-2023 Budget for \$23,547,873 in general funds and \$39,470,584 in other funds for a total budget of \$63,018,457. **(Finance Department)**

7. GRPA Boost Grant Memorandum of Understanding

Recommendation: For Mayor and Council to approve the 2022-2023 Georgia Recreation and Parks Association BOOST Program Memorandum of Understanding. **(Parks and Recreation)**

8. Resolution for 2022 Fulton County Multi-Jurisdictional Hazard Mitigation Plan

Recommendation: For Mayor and Council to approve the Resolution authorizing the City of Fairburn adoption of the 2022 Fulton County Multi-Jurisdictional Hazard Mitigation Plan. **(Fire Department)**

9. Portable Modular Building for Temporary Fire Station on Bohannon Road

Recommendation: Staff recommends Mayor and Council approve the purchase and installation of a portable modular building for a temporary fire station on Bohannon Road in the amount of \$274,571. **(Fire Department)**

X. Council Comments:

XI. Adjournment:

When an Executive Session is required, one will be called for the following issues:

(1) Personnel (2) Real Estate or (3) Litigation



City of Fairburn
Mayor and Council Meeting
Minutes
August 22, 2022
7:00 pm

- I. The meeting was called to order at 7:00 pm by Honorable Mayor Mario Avery.
- II. Roll call by Deannia Ray, Deputy City Clerk, found the following members present:

The Honorable Mayor Mario Avery

The Honorable James Whitmore
The Honorable Ulysses J. Smallwood
The Honorable Linda J. Davis

The Honorable Pat Pallend
Mayor Pro Tem Hattie Portis-Jones

The Honorable Alex Heath was absent.

Also present was Assistant City Administrator, Jamila Criss, City Administrator, Tony Phillips, Deputy City Clerk, Deannia Ray, Assistant Attorney, Serena Nowell and Attorney Valerie Ross.

- III. Pastor Dwight Boone with Crossroads Church led the invocation.
- IV. The Pledge of Allegiance was said in unison.
- V. Presentations and Proclamations: N/A
- VI. Adoption of the Agenda:

Mayor Avery added item # 7, a discussion on Mayor & Council proposed salary increase to the agenda.

Councilman Whitmore made a motion to approve the agenda adding item # 7, to discuss Mayor & Council proposed salary increase, with the second provided by Councilman Smallwood. **The motion carried unanimously.**

- VII. Approval of Minutes:

Councilwoman Davis made a motion to approve the August 2, 2022, Special Called Meeting minutes as submitted with the second provided by Councilman Whitmore. **The motion carried unanimously.**

Councilman Whitmore made a motion to approve the August 8, 2022, Regular Council Meeting minutes as submitted with the second provided by Councilwoman Davis. **The motion carried unanimously.**

VIII. Public Comments: None

IX. Public Hearing and Agenda Items:

1. Public Hearing - Rezoning 2021103 DRB Group, LLC & Bartow Properties, LLC – Curry Bend Development Plan with Concurrent Use Permits 2021113 & 2021114 and Concurrent Variances 2021110 & 2021111

Interim Planning and Zoning Director, Rebecca Keefer presented an application for consideration of rezoning in a series of special use permits as well as accompanying concurrent variance requests. This case had some considerable history. This property was annexed and rezoned originally in October 2006 from CUP, a Community Unit Plan which is the Ashbury Park development. The portion under review tonight was originally zoned AG and was rezoned to PD district, the Planned Development Districts, which has enabled in the zoning ordinance. It usually affords special considerations for innovative development, that's not considered as a part of the zoning ordinance. There is a requirement for a development plan to be adopted with that rezoning.

A development plan articulates different development standards that are not in the base PD district. The reason of that development plan is that all the development standards are not spelled out in the code, so you must have that accompanying development plan to be able to fully effect a PD and be able to develop in that manner. When the applicant approached the City last year to do a development on this site, it was revealed they could not find a development plan that was adopted during that original rezoning process back in 2006. They were not effectively able to move forward because there were no development standards to be able to apply to the development itself. Based on the particulars of this case there's the accompanying variances and use permits with it. They proceeded through the process in July 2021, the Planning and Zoning Commission recommended approval and then in August 2021, this body denied the request. Since then, the applicant appealed to Superior Court and a judgement was received and directive that the request be remanded back to City Council for consideration with all the accompanying requests. Mayor and Council approved a settlement agreement outlining all the conditions that we will eventually reference in the staff recommendation. That articulates things even above and beyond what's identified in the development plan as well.

The applicant seeks to rezone from PD to PD, approximately 70.17 acres. The request is to accommodate a mixed-use development. The question is to incorporate the development plan as a function to be able to grant them the right to develop as they are already approved. The plan will incorporate 114 single-family units and 126 townhome units. There will be commercial development on the corner of Bohannon, with a maximum of 24,000 square feet. A convalescent center and nursing home with a maximum of 2,500 square feet along with a home hospice and a personal care home and assisted living at 10,000 square feet. The two-use request will encompass the special use for a hospice facility and the second one for a personal care home assisted living facility that are not allowed by right in the Planned Development District, so these are additional requests that the applicant has made along with two variances to allow parking in the front yard setback for the personal care home use and then to reduce the side yard setback from 50 feet to 25 feet, for the personal care home use.

The two access points for residential are along Seneca Road and Bohannon Road. There are

several locations of environmentally sensitive land identified on the property and those regulatory requirements for buffers and things are provided for on the plans and have also proposed a series of amenities, pools, parks, and dog parks on the site plan as well. Staff has identified various things that must be verified through the permitting process. Some of those things are required, installation of curb and gutter, deceleration lanes require buffers and stated availability of water and sewer. The rezoning and use permit analysis will be reviewed and generated, and we are recommending approval based on the criteria outlined in the zoning ordinance.

The review criteria for the variances are found in 80-287, for the parking in the front yard and side yard for the personal care home and assisted living use. There are two parking spaces that encroach into the required 30-foot setback. The property is encumbered in that area by various environmental requirements, stream and wetlands and the development shifts to be able to accommodate and respect those requirements. The reduction in the side yard setback from 50 feet down to 25 feet is a result of the building being shifted away from those environmental features so that those can be adequately protected. Staff found that requirement has been met. In the case of the side yard setback being reduced, the applicant has also proposed to provide enhanced vegetative buffers, berms, and various landscape plantings. Staff recommends approval of all the requests outlined in the staff report and to restrict the use of the subject property as follows: See *Bartow Properties, LLC and DRB Georgia, LLC v. City of Fairburn, Georgia* and *Tarika Peeks, Director of Planning and Zoning* in her official capacity, Civil Action File No. 2021CV354860 – General Mutual Release Settlement Agreement, dated June 13, 2022, attached and incorporated hereto as Exhibit A to this staff report.

Mayor Avery asked the Zoning Attorney, Valerie Ross to discuss what makes this different than the standard planning and zoning recommendation.

Attorney, Valerie Ross stated this rezoning application is back before this body for purposes of a court remand, which was involved in litigation in Fulton County Superior Court before Judge Robert McBurney. The parties entered into a settlement agreement that allowed for the resolution of a case. As a result of that settlement agreement, Judge McBurney remanded this back to council and directed council to rezone the property to PD, which is also the existing zoning, but also to adopt the development plan that is before this council tonight. The purpose of that is simply to attach the development plan to the PD zoning which was not done in 2006. You are not looking at a different rezoning request on the property, the property owner has the legal right to develop the property as zoned. The issue in this litigation was this development plan and by virtue of the settlement agreement, the city which was a party to this litigation as well as the property owner were able to come to an agreement on specific zoning conditions which helped resolve the matter. The court has directed this council to rezone and approve the development plan tonight.

Spoke in Favor:

Alex Brock, with Smith, Gambrell, Russell, address is 1105 West Peachtree Street, Atlanta, GA 30309, spoke on behalf of the applicant, DRB Group for its rezoning request.

Lacey Curry, owner of the subject property was also in attendance. As city staff and city attorney noted, we are here before this body tonight on a remand of a or pursuant to a consent order from the court, asking this body to issue an approval of the rezoning concurrent use permits, concurrent variances, and development plan in accordance with that consent order. He reminded City Clerk and City Council that any speakers tonight including any in opposition should state their full

address including city and county so that everyone is aware of the speakers.

Spoke in Opposition:

Attorney, Newton Galloway, 406 North Hill Street, Griffin, GA, represented a number of neighborhood "opponents" who live along Line Creek. He said pursuant to discussions we've had today and by agreement of council and the parties, we request there be an amendment to the consent agreement at page three, section six dealing with amenities. That the amendment amenities be constructed by the developer will be concluded in construction of which we've concluded of the inclusion of phase one or approximately 80 lots and before the approval of a preliminary plat for phase two. He said that does not conflict with anything that is in the consent order. We've been able to reach an agreement with the developer governing the amenities which is a key component to making certain that what is on the site plan, it's built and is not ignored as lots are sold and as subsequent development occurs urged Council to stick with the Comprehensive Plan going forward.

The applicant had five minutes to deliver a rebuttal. Mr. Brock wanted to note that we are agreeable with Mr. Galloway's amended condition to construct the amenities during phase one. Both the city, the developer and the property owner have spent a good portion of the past year coming to the settlement agreement that is before you tonight. The conditions are laid out in that agreement and were thoroughly vetted by all parties and all parties agreed when they signed that settlement agreement. We ask that you move forward with an approval of the consent agreement and the rezoning as it's presented to you tonight.

Mayor Avery asked Attorney, Valerie Ross if he should read the motion as recommended by staff and then amend that motion to add the conditions to construct the amenities. Ms. Ross had some concerns about amending the motion as this was remanded from the Courts.

Councilman Whitmore stated the agreement that both parties agreed to and signed off by the judge, if we add anything additional, does it need to go back to the judge as amended? Attorney Ross stated no but had concerns amending the motion.

Interim Planning & Zoning Director, Rebecca Keefer offered a potential alternative. She stated the settlement agreement has already been signed off on and is a closed matter and suggested the possibility of adding a second condition with the first condition referencing that settlement agreement. The second condition will site this added language of the phase one and phase two, so you are not having to reopen the settlement agreement.

Councilman Whitmore made a motion for Mayor and Council to approve a court remanded rezoning application and development plan with two concurrent use permits and two concurrent variances to allow a Planned Development with a second condition that is to construct amenities during phase one. The second was provided by Councilman Smallwood.

Councilwoman Davis spoke about the misstep in 2006, as it relates to this being annexed into our city and rezoned as PD without the Development Plan that has caused a lot of issues and concerns. One of the major concerns it has caused today is that it goes against our Comprehensive Plan and to you Attorney Galloway, we are very serious about our Comprehensive Plan and our Future Land Use Map. There's nothing we can do about that but we should not be judged in how we deal with developers and how important our Comprehensive Plan

is for us. We put a lot of energy into that, we have citizens participating and council members, so it is a serious document that we look at and we are guided by that Comprehensive Plan and Future Land Use Map. She wanted to be very clear about that and knows this situation has caused a lot of issues and concerns with our citizens. One thing she was proud of, is we denied it originally which gave them the opportunity to add some conditions and negotiate some things that were not in it prior to, so she considers this a win as it relates to our citizens in that community.

Councilman Whitmore stated we read all the emails that came in and looked at what could be done by law, in accordance with what we currently have in our books. We have an outstanding staff in Fairburn so Mr. Galloway, you cannot hold 2006 against this current mayor and council. He stated our citizens have put a great mandate on this body where they are looking for certain things. They want a white tablecloth sit-down restaurant and another supermarket. The naysayers have been talking about Fairburn not having enough rooftops and he disputes that. We have a lot of growth around Fairburn and are getting additional rooftops. It is imperative we always keep in mind what our citizens asked us to look for. This body, administration, and staff have worked tirelessly to achieve some of those goals and thanked the applicant for some additional concessions. One of the major concerns we had was with the townhouses and the single-family houses not having two car garages. We do not want a lot of rentals, and this was minimized based on the things we put in the conditions. This body is very proactive and will continue to ensure as communities are built and they will be maintained. There are some other considerations that are in the conditions and thanked the developer for communicating with us and our city attorneys for working together to find a solution as we have an opportunity to grow responsibly in the City of Fairburn because we are situated to succeed.

Mayor Pro Tem Portis-Jones stated when we had our retreat, we talked about our vision for economic development for the City and talked about the fact that we are landlocked. There is no more unincorporated Fulton County. Every piece of land on the south side and the north side is in the jurisdiction of some city, we still have land in Fairburn, and we must be very smart about how we develop that land. We discussed this considering our Comprehensive Plan and are guided by that in the discussions that we have regarding development. This speaks to the issue of the misstep of 2006 and the potential missteps out there that we don't know about. In one of the discussions, we had at the retreat is we need an inventory of all the vacant land that is available in the city. She called out to all land owners to reach out to the city to let us know about the land you own and have conversations to see if there were any missteps, this is our opportunity to correct that. She thanked the attorneys for showing the issues with zoning and Comprehensive Plan, we want to make sure this does not happen again. She also thanked the residents for raising their issues and concerns, we did hear you, but Fairburn is growing and have lots of development knocking on our door. It is our challenge with your assistance that we be smart about the developments and asked them to continue to engage and communicate with the city.

Mayor Avery thanked both attorneys, not too many times you come to a zoning issue like this and the two attorneys had a come to Jesus conversation and personally thanked them for that as well as for the level of professionalism within your negotiations.

Mayor Avery stated the motion has been made and properly seconded. **The motion carried unanimously.**

2. Public Hearing – Proposed 2022 Millage Rate

Finance Director, Peterson David stated this public hearing is for the proposed 2022 millage rate. He stated our current millage rate is 8.1 mills and have not changed for over ten years. We also have a 1.46 millage for our bond rate, so for a total of 9.56.

Spoke in Favor: N/A

Spoke in Opposition: N/A

No Action Taken

3. Public Hearing – Proposed FY 2022 – 2023 Budget

Finance Director, Peterson David stated this public hearing is for the proposed Fiscal Year 2022-2023 budget.

Spoke in Favor: N/A

Spoke in Opposition: N/A

No Action Taken

4. Resolution Granting Special Counsel Authority to Enter Into a Joint Defense Agreement with the City of Atlanta and the City of Sandy Springs; To File Legal Actions on the City's Behalf as Necessary to Accomplish the Purpose of Securing a Distribution of L.O.S.T.; and for Other Purposes

Councilman Pallend made a motion to approve the Resolution granting Special Counsel authority to enter into a Joint Defense Agreement with the City of Atlanta and the City of Sandy Springs, to file legal actions on the City's behalf as necessary to accomplish the purpose of securing a distribution of L.O.S.T. and for other purposes, with the second provided by Councilwoman Davis. **The motion carried unanimously.**

5. Purchase of Fire Pumper/Tanker for the Fire Department

Fire Chief, Cornelius Robinson stated on the southwest area of the city, we have limited fire hydrants and water which at times makes fire protection a difficult task and over the years have had our main feed from the City of Atlanta suffer major water main breaks leaving us with limited water to provide fire protection throughout the city. He asked Mayor and Council to approve the purchase of this unit not to exceed \$249,000 with the first payment of \$130,000 in FY22 and \$119,00 in FY 23.

Councilman Whitmore made a motion to approve the purchase of a 2005 International Pumper Tanker not to exceed \$249,000 with the first payment of \$130,000 in FY 22 and \$119,000 in FY23. The second was provided by Councilwoman Davis.

Councilman Whitmore thanked Chief Robinson for bringing this item to Mayor and Council and know you have been looking at ways to alleviate any future delays in fighting fires. He made a

phone call to inquire about a couple of things and for the record, this International pumper tanker was used with a volunteer fire department, and it only has 14,000 miles on it, so we got very little use even though it is a 2005 vehicle. The truck will also be refurbished to have the right hoses and a 2022 upgrade that will provide years and years of service for us.

Mayor Avery stated the motion has been made and properly seconded. **The motion carried unanimously.**

6. Downtown Façade Improvement Grant

Economic Development Director, Sylvia Abernathy stated on August 8th, during the work session Mayor and Council added consideration for applicants that could not afford the initial payment for the Façade Grant. Since that time, the Façade Grant has been updated with a special consideration so for those that have needs, it will be assessed, and a separate application will be taken and overseen by our procurement office. She asked for Attorney Serena Nowell's additional statements. Ms. Nowell stated because of the source of the funds for the grant program, we wanted to ensure that there were no restrictions on our ability to use those funds and not have a match. She reviewed the regulations related to the ARPA funds and we are not required to have a match. Ms. Abernathy asked the Mayor and Council to approve the Façade Grant with the additional consideration.

Councilman Smallwood made a motion to approve the funding to facilitate the implementation of the Downtown Façade Improvement Grant with the additional consideration with the second provided by Mayor Pro Tem Portis-Jones. **The motion carried unanimously.**

7. Mayor & Council Proposed Salary Increase Discussion

The City Administrator's office collaborated with Finance, Human Resources, and the City Attorney to provide an overview and options for a proposed salary increase for Mayor and Council.

Mayor Avery discussed the overview and options for the increase and stated it would not affect this year's fiscal budget and would go in effect in 2024. A salary increase for Mayor & Council must be accomplished by ordinance. The proposed salary increase must be advertised in the county's legal organ at least once a week for three consecutive weeks immediately preceding the week during which the action is taken and any proposed increase in compensation cannot take effect until after the next regular election following the date Council approves the increase and the officials so elected take office, in this case, January 2024.

After much discussion, Councilwoman Davis stated this body has not had an increase in 8 or 9 years and would like to see the proposed rate increase at 50%.

Councilman Smallwood would like to see the proposed rate increase at 75%.

Councilwoman Whitmore would like to see the proposed rate increase at 50%.

Mayor Pro Tem Portis-Jones made a counter proposal for the Mayor's salary at \$22,346 and Council salary at \$13,500. The 50% increase puts the Mayor's salary outside of our neighboring cities who are larger than we are. We have been given the comparison of cities for a reason and

took the population of each city and divided the salary for both mayor and council to get a per capita rate.

Councilman Pallend would like to see the proposed rate increase at 20%.

Mayor Avery agreed with Councilwoman Davis and Councilman Whitmore and recommended option 2 on the 50% proposed rate increase. He also stated we will go with the standard salary listed on the chart at 50% and it will be advertised three consecutive weeks in the legal organ and will come back to Council at a later date. Councilman Whitmore asked when the study would be completed for staff and Mr. Phillips stated September 12th.

No Action Taken

X. Finance Director Monthly Report

Finance Director, Peterson David stated he was presenting the financials for month ending July 31, 2022. The City of Fairburn's General Fund concludes its tenth month of 2022 operation with \$4.8 million in net cash flow and has generated \$19.7 million in revenue with \$14.9 million in expenditures. The City has collected 90% of its revenues and has expensed 68% of its budget for the General Fund.

Fairburn's Enterprise Fund concludes its tenth month of 2022 operation with roughly \$536 thousand in net cash flow and has generated \$16.5 million in revenue with \$16 million in expenditures. The City has collected 81% of revenues and has expensed 78% of its budget for the Enterprise Fund.

XI. City Administrator Monthly Report

City Administrator, Tony Phillips presented the City Administrator's July monthly report. He highlighted a few monthly administrative activities to include:

- Downtown Development Authority (DDA) and Development Authority (DA) training with new board members at University of Georgia, Carl Vinson Institute of Government in Dublin, GA, regarding role of DA/DDA as a developer, financial incentive tools, project management and development and more.
- Human Resources developed and City Council approved a COVID-19 policy inclusive of a pandemic leave benefit which provides up to five (5) days of paid leave for employees who meet the eligibility requirements.
- Benefits event "Getting to Know Your Benefits" was held on July 25, 2022, facilitated by our benefits broker and United Health Care account manager.
- Wellness Wednesday Fitness Initiative Completed – over 100 participants for season.
- Rebecca Keefer and Richard Edwards named Interim Director of Planning and Zoning and Interim Senior Planner, respectively.
- We are continuing our proactive recruitment and making significant progress for all open positions in the City to help elevate departmental service delivery.

Mr. Phillips discussed an emergency procurement for the replacement of the Police Department's roof and will move forward with the procurement and bring back to council at the next meeting.

XII. Council Comments – None

XIII. Executive Session:

Councilwoman Davis made a motion to go into executive session to discuss personnel and litigation issues with the second provided by Councilman Smallwood. **The motion carried unanimously.**

Councilman Pallend made a motion to go back into regular session and the second was provided by Councilwoman Davis. **The motion carried unanimously.**

Councilman Smallwood made a motion as follows:

Based upon the information provided by the MEAG Power staff concerning the tender option decision pertaining to the Vogtle Units 3 and 4 Project and after consultation with our internal staff concerning the potential benefits and costs associated with the tender option, I hereby move that the City Council for the City of Fairburn notify MEAG Power that it does not support exercising the tender option by SPV M, does not support exercising the tender option by SPV J, and does not support exercising the tender option by SPV P. The second was provided by Councilman Whitmore. **The motion carried unanimously.**

XIV. Adjournment:

Councilwoman Davis made a motion to adjourn the meeting with Councilman Pallend providing the second. The meeting adjourned at 9:07 p.m. **The motion carried unanimously.**

Brenda B. James, City Clerk

Mario Avery, Mayor



CITY OF FAIRBURN CITY COUNCIL AGENDA ITEM

SUBJECT: CREATIVE CROSSWALK MURAL PROJECT

☐ AGREEMENT
☐ ORDINANCE

☐ POLICY / DISCUSSION
☐ RESOLUTION

☐ CONTRACT
☒ OTHER

Submitted: 09/2/2022

Work Session: 09/12/2022

Council Meeting: 09/12/2022

DEPARTMENT: PLANNING & ZONING /ECONOMIC DEVELOPMENT

BUDGET IMPACT: \$12,800 Special Projects/ 100-7400-52-1210

PUBLIC HEARING: ☐ Yes ☒ No

PURPOSE: For Mayor and City Council to approve the Art Advisory Council and Staff recommendation of artists to design and install creative crosswalk murals at four locations within the Downtown Historic Commercial District.


HISTORY: In keeping with its Comprehensive Plan and Strategic Placemaking Strategy, the City of Fairburn has identified areas throughout the city for public art placement to enhance and cultivate a sense of place.

FACTS AND ISSUES: In its continuing efforts, the City of Fairburn announced a Call for Artist, Request for Proposal (RFP) 22-010 June 22 – July 21, 2022. Four artists' proposals were received and reviewed by a committee of staff and the Art Advisory Council. Artists were selected based on experience, concept, artistic merit/quality, and fee proposals. Finalists received the highest weighted total scoring. The Art Advisory Council, in keeping with its bylaws, is recommending designs for four crosswalk locations, which include: 1) Fairburn Youth Center, 2) Duncan Park, 3) Landmark Christian School, and 4) Campbell Elementary School.

FUNDING SOURCE: Planning and Zoning Special Projects: 100-7400-52-1210

RECOMMENDED ACTION:

The Art Advisory Council and Staff recommend that Mayor and City Council approve the proposed art designs and concepts for the Creative Crosswalk Project.



Tony M. Phillips, City Administrator



Art Advisory Council

Creative Sidewalk Project

CITY OF FAIRBURN
CITY COUNCIL MEETING
9/12/2022 – 7:00 PM

Creative Sidewalks Project

Fairburn Placemaking Strategy



July
2022

Call for Artist and Closing Date

- Call for Artist RFP announced 6/22/2022 and closed on 7/21/2022

August
9th-24th

Proposal Review & Artist Selection

- Staff Review
- Art Advisory Review – 8/18/22 – 8/24/22
- Special Called Meeting on 9/1/22

September
12th

Mayor & City Council Review

- Selected Artist notified, public announcement, and presentation to Mayor and City Council.

October

Art Installation

- Artwork Installation at selected locations:
- **Week 1** – Fairburn Youth Center
- **Week 2** – Duncan Park
- **Week 3** – Landmark Christian School
- **Week 4** – Campbell Elementary School

Late October

Ribbon Cutting Event

- Crosswalk Completion & Reception.

08/10/2022

Creative Sidewalks Project Team Meeting

Crosswalk Design Requirements

Design Guidelines

Be an original artwork created by artist

Appropriate for the public and cannot include profanity, nudity, gang symbols, political or religious content, advertisements of any kind, nor anything that may be deemed inappropriate or offensive.

Be monochromatic or color but should not contain more than six (6) colors.

Be scaled to cover the length and width of the crosswalk.

Use an exterior, acrylic latex-based paint followed by a sealant with a non-skid-slip-resistant additive. No oil-based paint.



Campbell Elementary School [91 Elder Street]



Landmark Christian School [50 West Broad Street]

All crosswalk designs must accommodate the two thick lines at the top and bottom of the crosswalk, which runs perpendicular to the roadway traffic and the interior vertical lines.



Fairburn Youth Center [149 West Broad Street]



Duncan Park [6000 Rivertown Road]

RFP 22-010 Call For Artist - Creative Crosswalks

Scoring (0-100 each category)

Artist Name	Artist Experience 20%	Concept 25%	Artistic Merit/Quality 25%	Fee Proposal 30%	Weighted Total Score	Comments, Notes, etc.
Jason Tetlak					0	
Desiree Udeil					0	
Rod Parker					0	
Naila Smith					0	
					0	
					0	

Mural Proposal

My proposal for this mural is called *Pedestrian*, and it focuses on all of the different people in the community who use the crosswalk. The different colors, shapes and sizes of the footprints represent these different people and how even though we are different in many ways, we all come together to form one community.

The design can be scaled to fit any or all of the four crosswalk locations, and the colors can be altered as well. I would be happy to do more than one location using different colors for each if that is an option you would like to pursue.



Jason Tetlak

Desiree Udell

09/12/2022



Rod Parker

Cross-walk Design Alternative Sketches

Sketch To Survive

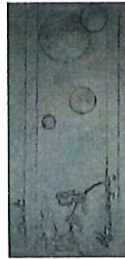
This graphic design highlights the two most aspects of survival. It includes sketches of various creative objects such as music, design, art and people. The background surrounding the content can be viewed as the sun or a star. The background is a dark blue color with a white star in the center. The background is a dark blue color with a white star in the center. The background is a dark blue color with a white star in the center.



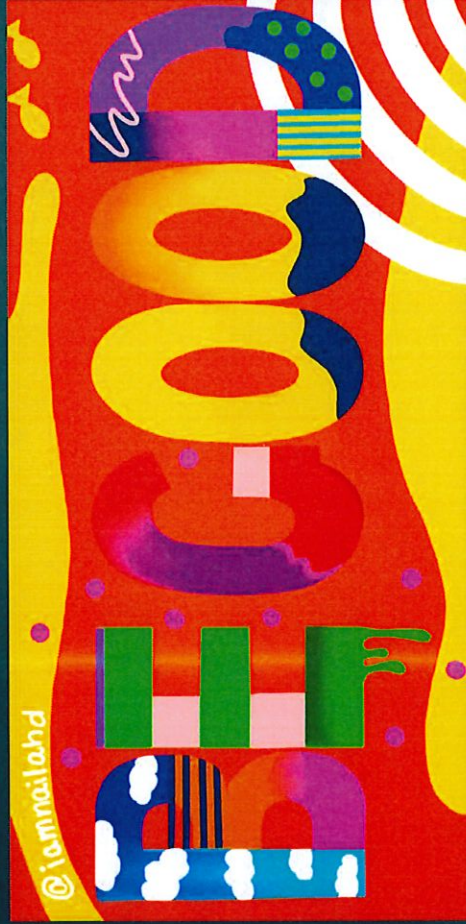
Cross-walk Design Sketches

The Little Astronaut

I'd like to take on two cross-walks if I can, so I'm submitting four designs for review and consideration. The first three designs feature the astronaut searching the universe for what he's had of doing. Bright colors, stars and wavy designs will be used to create the background of the galaxy and planets.



Naila Smith



Statement

Review of Artists' Proposals

9

ARTIST NAME	TOTAL WEIGHTED SCORE	LOCATION
Jason Tetlak	79.0	Duncan Park Landmark Christian School
Naila Smith	77.63	Campbell Elementary
Rod Parker	69.6	Fairburn Youth Center
Desiree Udell	58.7	Landmark Christian School

9/12/2022

Survey Results: Location Selection

10

- ▶ Fairburn Youth Center
 - ▶ Rod Parker
- ▶ Duncan Park
 - ▶ Jason Tetlak
- ▶ Landmark Christian School
 - ▶ Naila Smith/Jason Tetlak (tie)
- ▶ Campbell Elementary
 - ▶ Naila Smith

Campbell Elementary School [91 Elder Street]



Landmark Christian School [50 West Broad Street]



Fairburn Youth Center [149 West Broad Street]



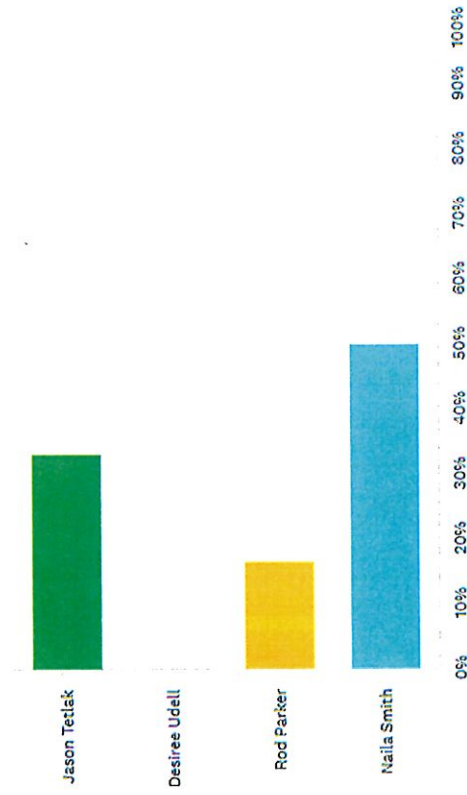
Duncan Park [6000 Rivertown Road]



09/12/2022

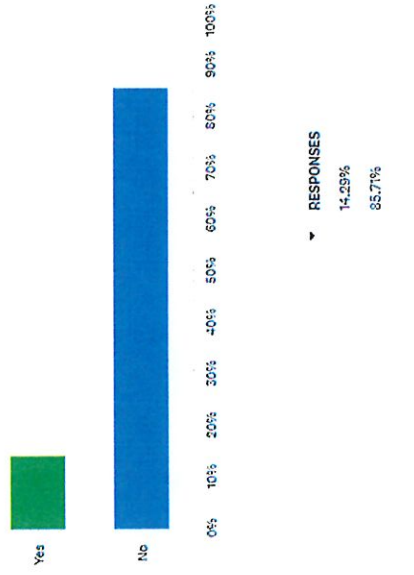
Which of the artists did you rank the highest?

Answered: 6 Skipped: 1



Are you selecting one of the artists to design the creative crosswalks for all four locations?

Answered: 7 Skipped: 0



ANSWER CHOICES

- Yes
- No

TOTAL

RESPONSES

- 14.29%
- 85.71%

1
6
7

Survey Data



CITY OF FAIRBURN

CITY COUNCIL AGENDA ITEM

SUBJECT: Mural Installation

() AGREEMENT () POLICY / DISCUSSION () CONTRACT
() ORDINANCE () RESOLUTION (X) OTHER

Submitted: 09/02/2022 Work Session: N/A Council Meeting: 09/12/2022

DEPARTMENT: City Administrator's Office

BUDGET IMPACT: \$2,500

PUBLIC HEARING: () Yes (X) No

PURPOSE: Mayor and Council approval for the installation of a painted mural by John Christian of Go Georgia Arts, Inc. on the side exterior wall of the building located at 41 West Broad Street, Fairburn, Georgia 30213.

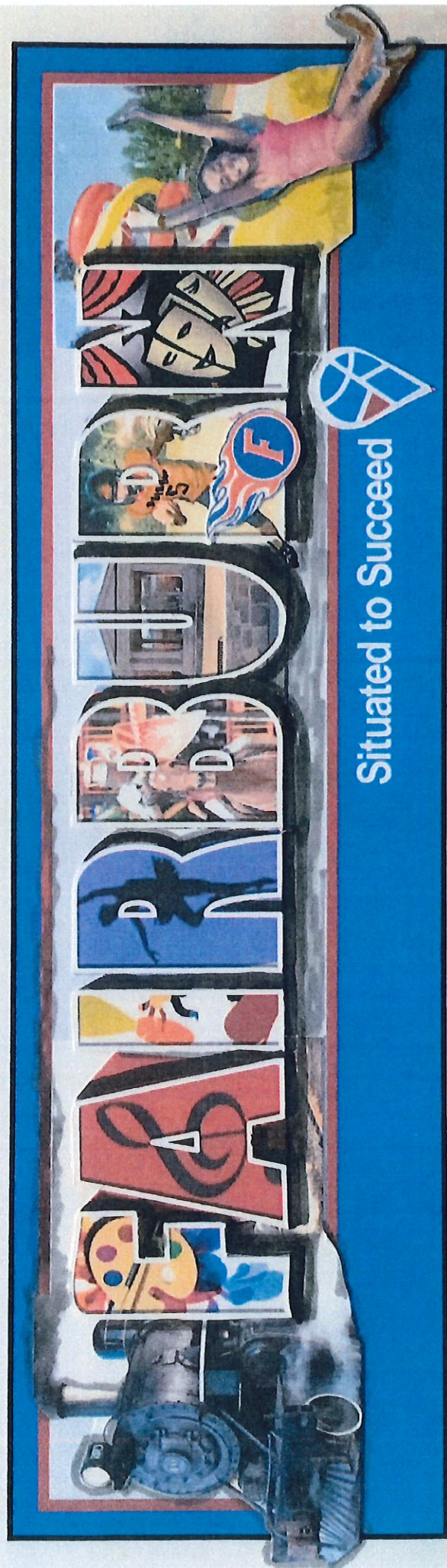
HISTORY: The City of Fairburn is focused on engaging public spaces, where citizens and visitors alike will encounter works of public art that will enhance the community, produce a sense of city pride, create excitement around the arts, and increase economic and community development. The installation of this mural is just one of the ways to beautify the city and build on Fairburn's efforts to increase public art.

FACTS AND ISSUES: In October 2019, the City of Fairburn applied for a grant with Go Georgia Arts, Inc. for the creation and installation of a mural in the historic downtown area on City-owned property. The grant was awarded to the City of Fairburn in November 2019, and it was determined that none of the proposed locations for installation of the mural were suitable. Fairburn Pawn Inc., John Christian, Go Georgia Arts, along with City staff deemed the building located at 41 West Broad Street, Fairburn, GA 30213 suitable and desirable for the placement of a mural.

FUNDING SOURCE: 100-7400-52-1210; \$2,500 (Balance due upon completion of mural)

RECOMMENDED ACTION: Request Mayor and Council approval for the installation of a painted mural by John Christian of Go Georgia Arts, Inc. on the side exterior wall of the building located at 41 West Broad Street, Fairburn, Georgia 30213.


Tony M. Phillips, City Administrator



Letter F = Image to represent the Arts (Art pallet w/ brushes)



Letter A = Image to represent Music (Treble Clef)



Letter I = Image to represent Agriculture/ Urban Farming/ Community Garden



Letter R = Image to represent Dance



Letter B = Image to represent the Renaissance Festival



Letter U = Image of the Frankie Arnold Stage & Courtyard



Letter R = Image to represent recreation and/or kids playing sports (Fairburn Flames Football Player)



Letter N = Image to represent the Theatre



GO GEORGIA ARTS MURAL



Situated to Succeed

Art Advisory Council

Presented by:
Jamila Criss, MPA
Assistant City Administrator
September 12, 2022

GO GEORGIA ARTS MURAL

October
2019

Go Georgia Arts Mural Grant Submitted

City submitted a grant application for installation of a mural in downtown Fairburn

March
2020

Execution of Mural Grant Offer & Contract

- Anticipated completion on or before 12/30/2020
- Grant offer is a labor in kind grant; Artist to paint first 200 sq. ft. at no charge other than cost for design, paint, supplies, etc.
- March 17th: Art Advisory Council 1st Meeting; Members Appointed February 24th

June
2020

First Mural Design Submitted

- Various draft designs were submitted for consideration by the artist from June 15, 2020 to August 25, 2022
- June 2021: Location of mural changed from Annex Building to 41 West Broad Street

July
2022

Discussions Resumed with Artist

Change in direction regarding the mural

November
2022

Mural Installation

Anticipated commencement of mural installation at 41 West Broad Street

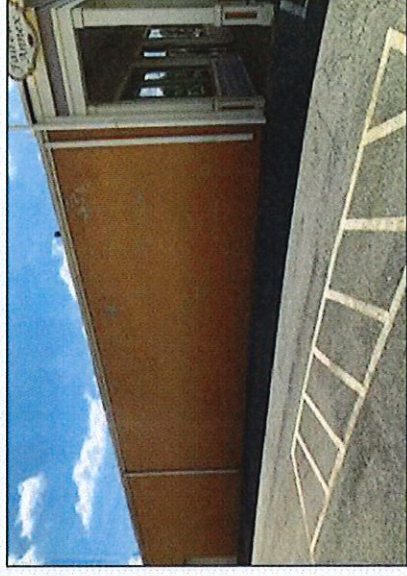
Go Georgia Arts Mural

Purpose of the Mural

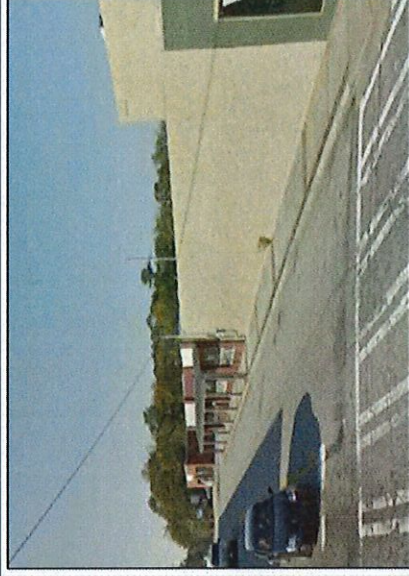
Mural will enhance the community character by strengthening economic development and cultural expression. The City hopes to revitalize downtown Fairburn and attract people and businesses to the area. Implementing creative placemaking strategies by investing in public art will help to address this overarching goal of ensuring economic vitality and creating a vibrant downtown.

In addition, we believe a mural will strengthen community identity and pride as well as create more spaces of social interaction through the incorporation of well-designed art into the City's infrastructure for public engagement.

Lastly, the City completed a Creative Placemaking Strategy in May 2019 with the goal to establish the City of Fairburn as a "City of the Arts." The strategy focuses on incorporating public art within the downtown corridor which has been listed as one of the City's goals since the 2009 Livable Centers Initiative (LCI) Study.



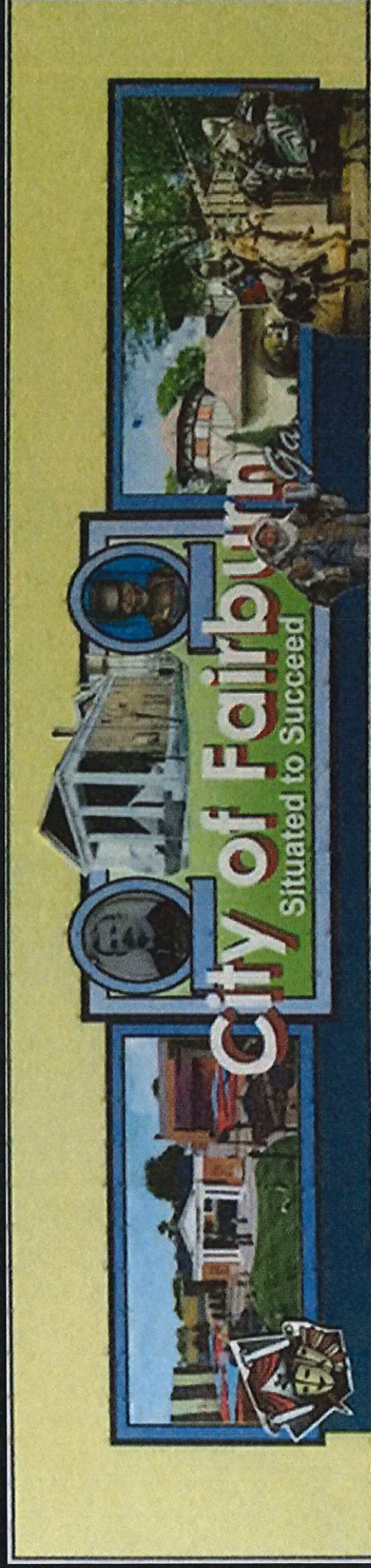
Fairburn Annex on Washington Street
Downtown Fairburn



Corner of Smith Street and Highway 29
Downtown Fairburn

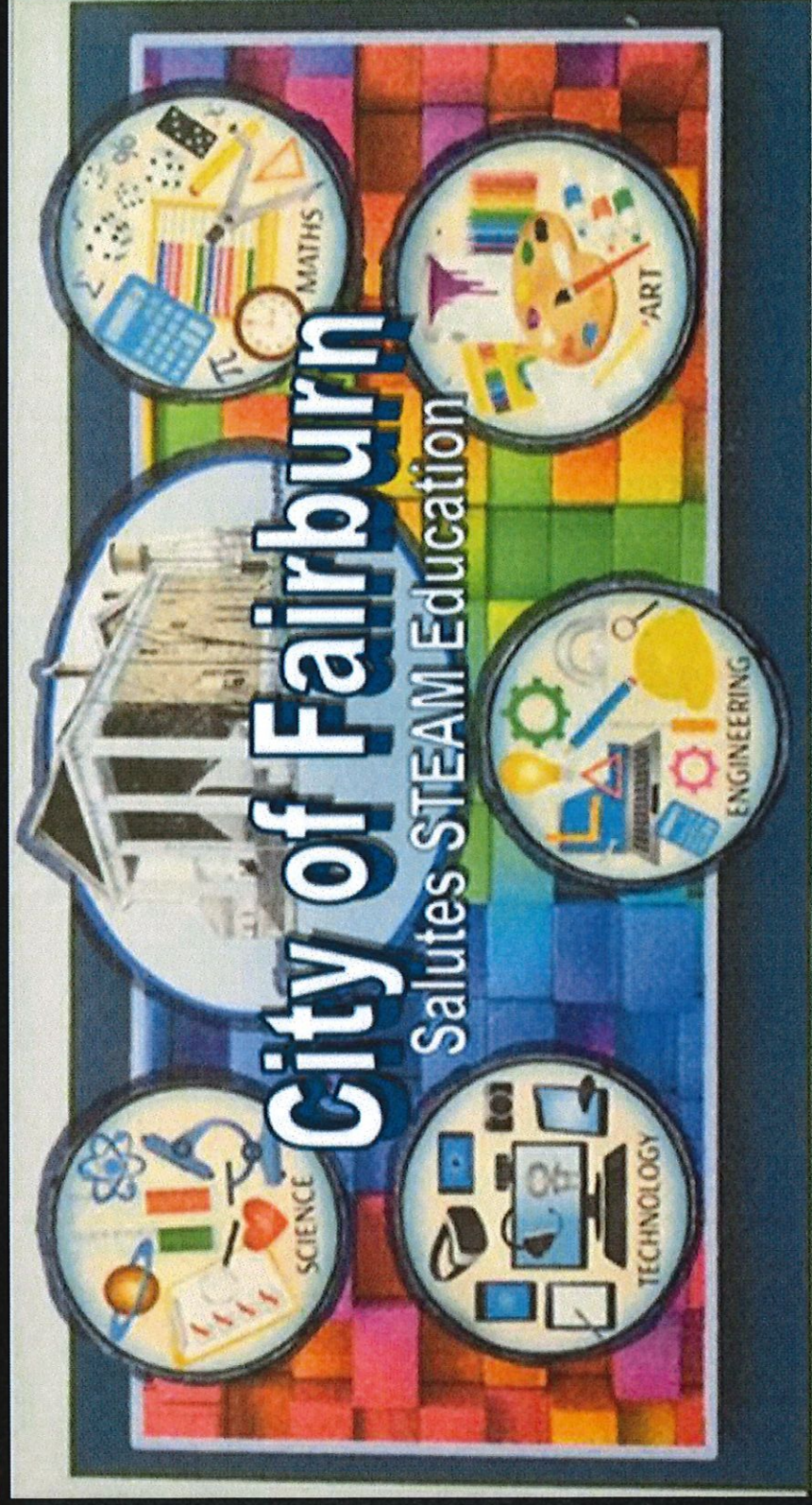
DRAFT MURAL DESIGNS

June 15, 2020



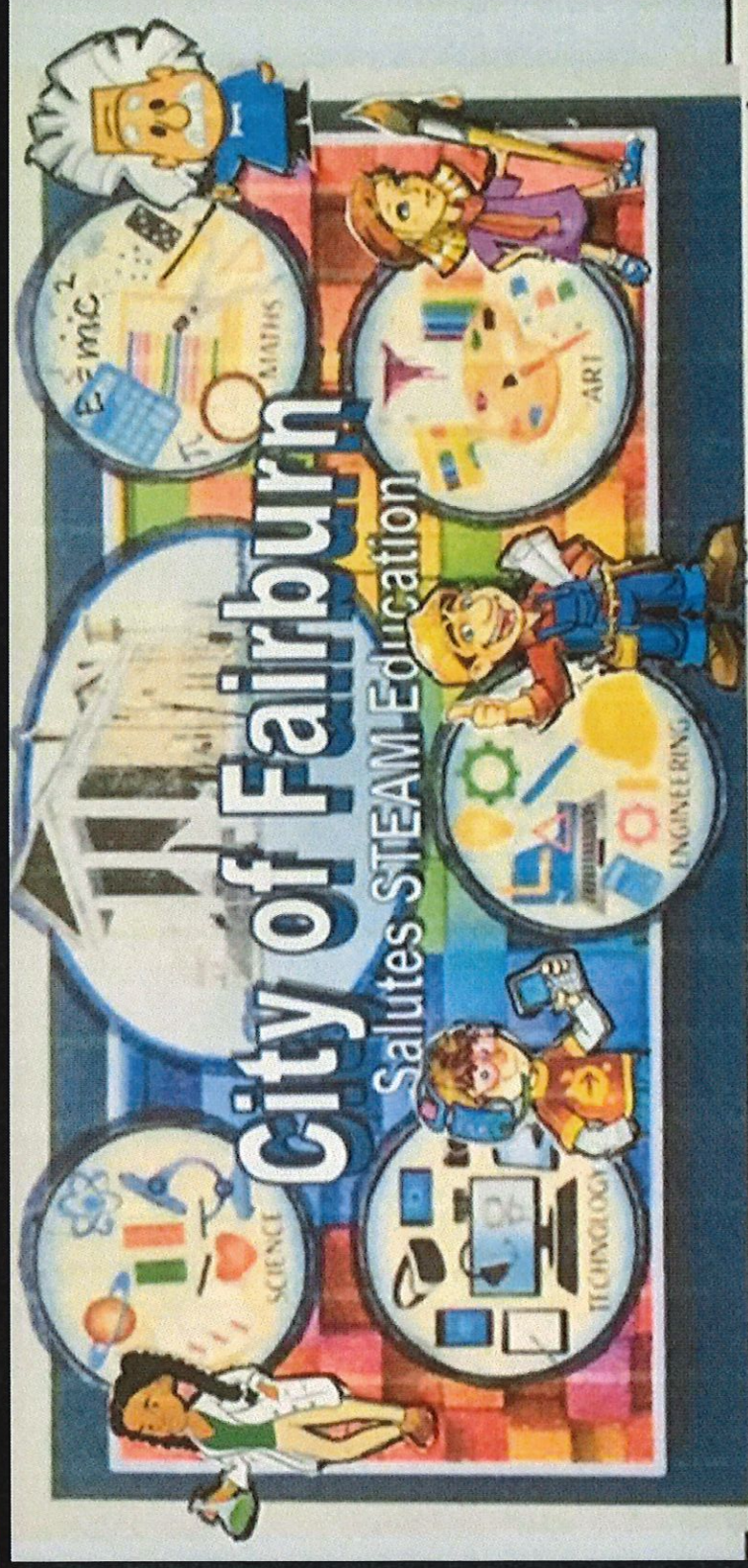
DRAFT MURAL DESIGNS

November 12, 2020



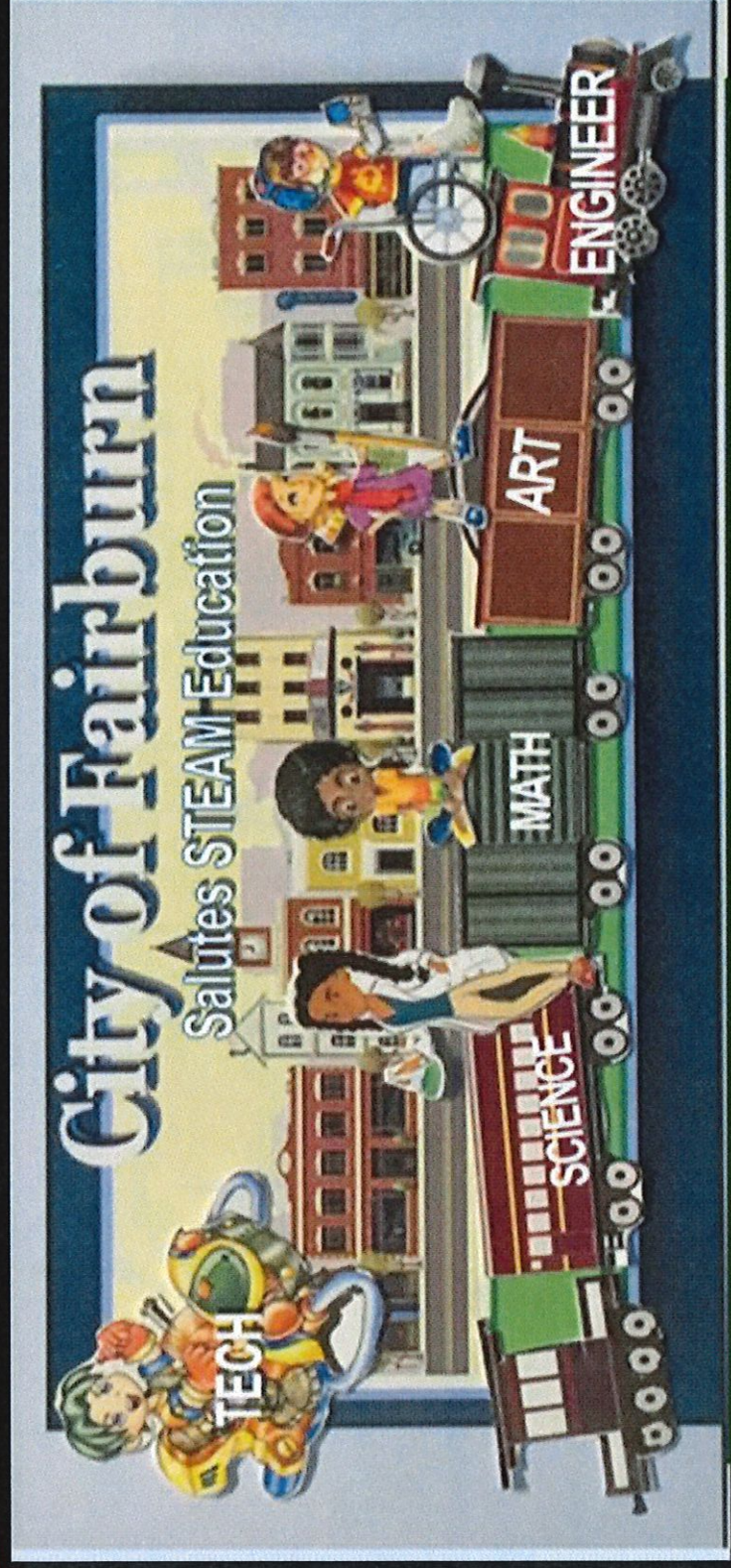
DRAFT MURAL DESIGNS

December 15, 2020



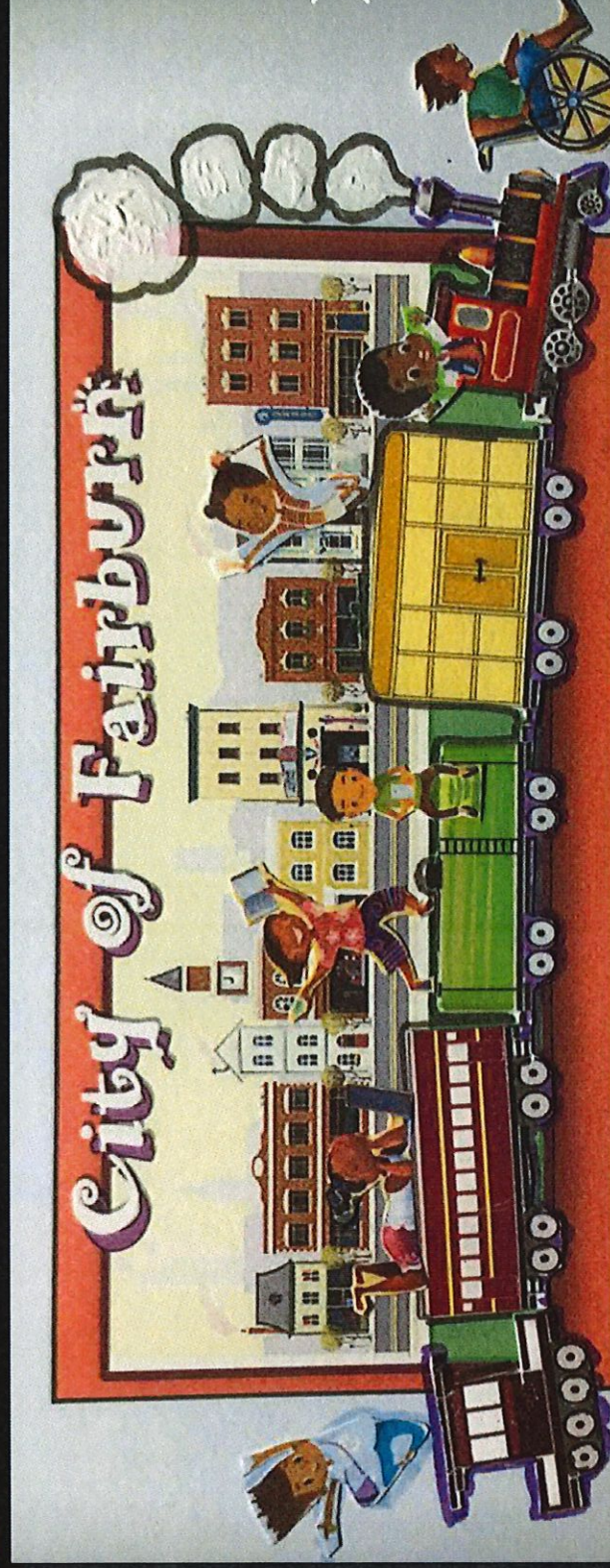
DRAFT MURAL DESIGNS

January 5, 2021



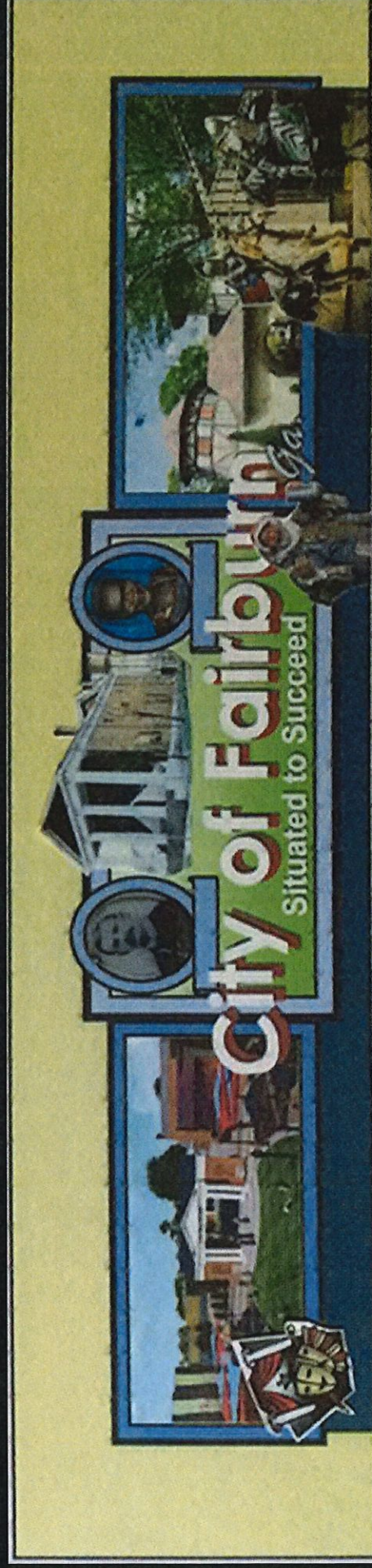
DRAFT MURAL DESIGNS

January 26, 2021



DRAFT MURAL DESIGNS

February 22, 2021

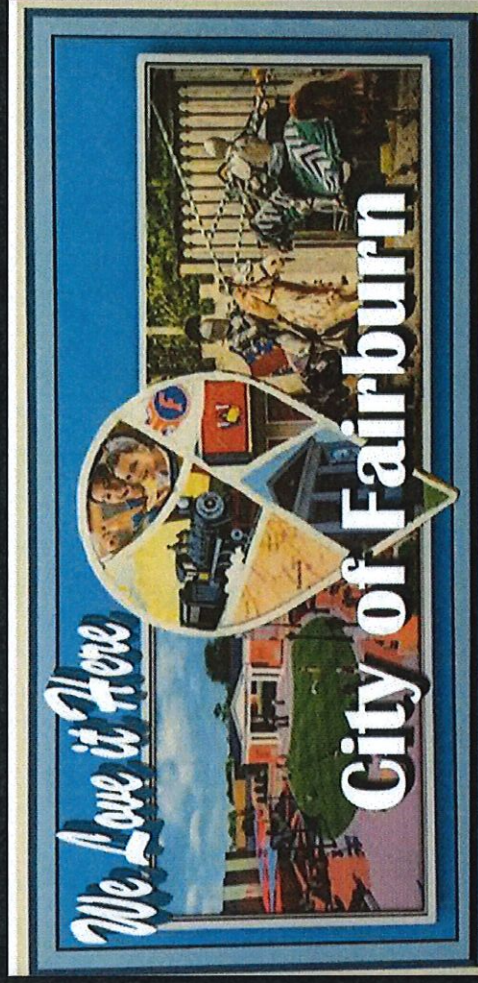


DRAFT MURAL DESIGNS

March 28, 2021



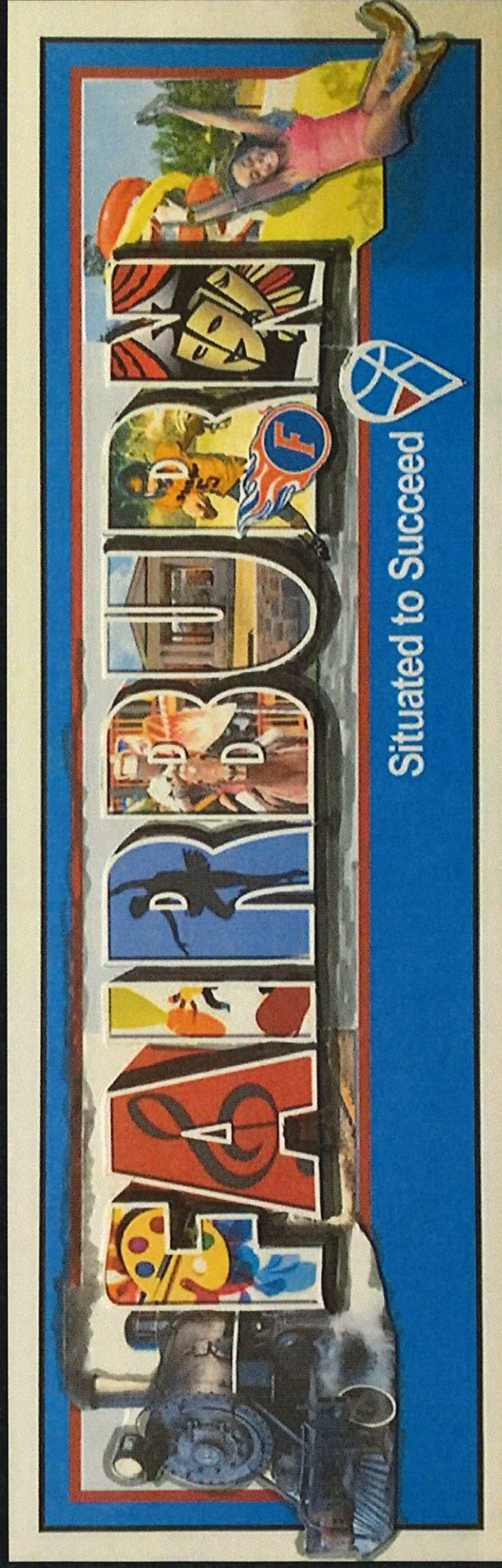
*DESIGN CREATED BY STAFF AND PROVIDED TO THE ARTIST



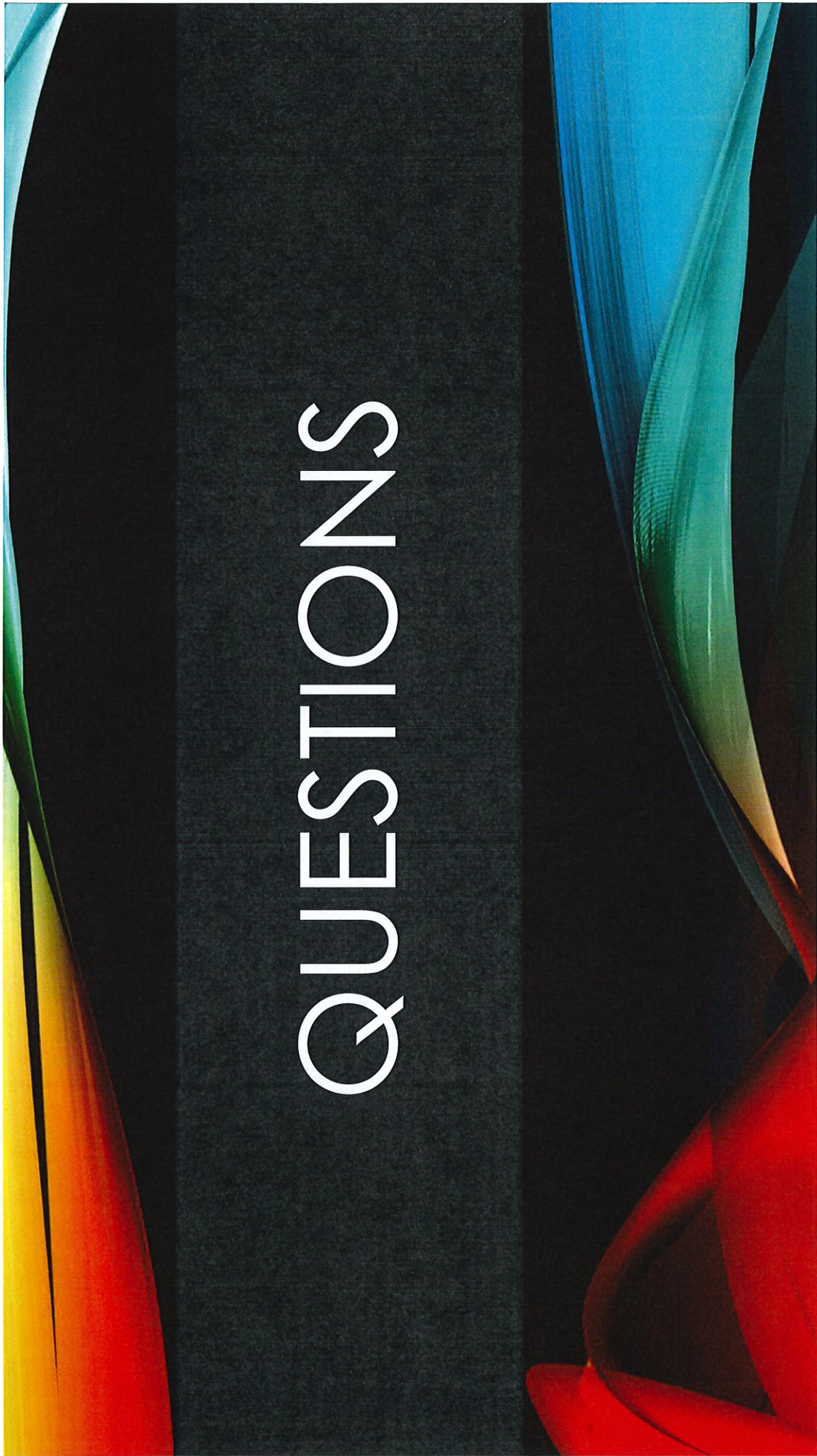
*DESIGN CREATED BY THE ARTIST

FINAL MURAL DESIGN FOR APPROVAL

August 25, 2022



QUESTIONS





CITY OF FAIRBURN CITY COUNCIL AGENDA ITEM

SUBJECT: ART ADVISORY BOARD MEMBER APPOINTMENT

☐ AGREEMENT ☐ POLICY / DISCUSSION ☐ CONTRACT
☐ ORDINANCE ☐ RESOLUTION ☒ OTHER

Submitted: 9/2/2022 Work Session: N/A Council Meeting: 9/12/2022

DEPARTMENT: PLANNING AND ZONING

BUDGET IMPACT: N/A

PUBLIC HEARING: ☐ Yes ☒ No

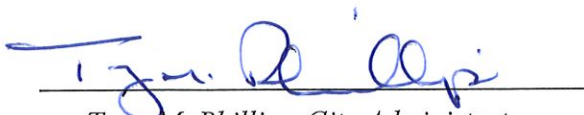
PURPOSE: For Mayor and City Council to approve the appointment of Fredrick Harper to the Art Advisory Council.

HISTORY: Fairburn's Art Advisory Council is established in Section 80-451 and other appropriate sections of the Code of Ordinances to review public art enhancements throughout the City of Fairburn and make recommendations on specific projects to the City's benefit.

FACTS AND ISSUES: The Art Advisory Council shall consist of seven (7) members, nominated and appointed by the City of Fairburn Mayor. Fredrick Harper's appointment shall replace the current vacancy left by Michael Sawicki. Mr. Harper has experience in the film industry and with non-profit organizations.

FUNDING SOURCE: No budgetary impact.

RECOMMENDED ACTION: Approval by the City Council of Mayor Mario B. Avery's nomination of Fredrick Harper.



Tony M. Phillips, City Administrator



CITY OF FAIRBURN

CITY COUNCIL AGENDA ITEM

SUBJECT: Abolish Comp Leave Policy and Authorize Change To Leave Accrual

☐ AGREEMENT
☒ ORDINANCE

☐ POLICY / DISCUSSION
☐ RESOLUTION

☐ CONTRACT
☐ OTHER

Submitted: 09/06/2022

Work Session: 09/12/2022

Council Meeting: 09/12/22

DEPARTMENT: Fire & Human Resources

BUDGET IMPACT: \$32,294.18

PUBLIC HEARING: ☐ Yes ☒ No


PURPOSE: To ensure consistency City-wide with overtime leave pay provisions and to reduce the City's financial liability with comp leave, requesting approval to abolish the Compensatory Time Off Policy provisions, authorize payout of the Fire personnel current balance of comp time leave, grant 72.0 hours of annual leave to Fire personnel assigned to 24-hr shift, and authorize change to sick leave and annual leave accrual rates for all full-time employees.

HISTORY: The Fire Department's shift personnel are assigned to a 24-hr shift and work a 28-day cycle. The Fire Department has used comp time leave accrual in lieu of payment for overtime as a method to use accrued comp leave to take time off to care for self, a family member, and a child, or as a method to take vacation due to the low accrual rate within the annual leave and sick leave policy.

FACTS AND ISSUES: The City has a Compensatory Time Off policy that only allows for Fire personnel to accrue comp time leave at time and a half in lieu of earning overtime. Current annual leave and sick leave accrual rates specifically for the Fire Department does not allow for enough leave to cover time off for one shift.

FUNDING SOURCE: The Fire Department has salary savings in budget line 100-3500-51-2800 [Comp Time] to cover the cost of the comp time leave payout. No additional funding is requested to establish a new annual leave and sick leave accrual structure. Leave will be paid in accordance with the employee's respective salary which is currently budgeted annually. The front load of 72.0 hours of annual leave has no accrual rate, no carryover provisions, or monetary value upon an employee's separation of employment.

RECOMMENDED ACTION: Request Mayor and Council approval to abolish the Compensatory Time Off Policy provisions, authorize payout of the Fire personnel current balance of comp time leave, front load 72.0 hours of annual leave to Fire personnel assigned to a 24-hr shift, and authorize a new sick leave and annual leave accrual rate schedule that reflect years of service for all full-time employees.



Tony M. Phillips, City Administrator



CITY OF FAIRBURN

CITY COUNCIL AGENDA ITEM

SUBJECT: Adopt 2022 Millage Rate

() AGREEMENT () POLICY / DISCUSSION () CONTRACT
() ORDINANCE (X) RESOLUTION () OTHER

Submitted: 09/01/2022

Work Session: N/A

Council Meeting: 09/12/2022

DEPARTMENT: Finance

BUDGET IMPACT: Adopt the 2022 Milage Rate.

PUBLIC HEARING? () Yes (X) No


PURPOSE: For Mayor and Council to review and adopt the 2022 Millage Rate.

HISTORY: The City of Fairburn host a public hearing each fiscal year to allow citizens the opportunity to comment on the proposed millage rate. The meeting was held on August 22 for Mayor, Council and Citizens to ask questions and voice any concerns. A Millage Rate must be set each year.

FACTS AND ISSUES: To Adopt the 2022 Millage Rate. The 2022 mills will be 1.46 mills for General Obligation (G.O.) Bonded Indebtedness and 8.1 mills for the millage rate, for a total of 9.56 mills.

FUNDING SOURCE: N/A.

RECOMMENDED ACTION: Staff recommends approval of the 2022 Millage Rate.



Tony M. Phillips, City Administrator

1 STATE OF GEORGIA
2 COUNTY OF FULTON

RESOLUTION NO. _____

3
4 MILLAGE RESOLUTION

5
6
7 **RESOLUTION BY MAYOR AND CITY COUNCIL TO ADOPT GENERAL**
8 **OBLIGATION (G.O.) BONDED INDEBTEDNESS RATE AND A MILLAGE**
9 **RATE FOR THE CITY OF FAIRBURN FOR THE 2022-2023 FISCAL YEAR.**

10
11 **WHEREAS**, the Mayor and City Council of the City of Fairburn, Georgia, have considered
12 the terms and provisions of the rates for Fiscal Year 2022-2023; and

13 **WHEREAS**, it has been recommended by the City Administrator and City Finance Director
14 that the Mayor and City Council adopt the FY 2022-2023 G.O. bonded indebtedness rate and
15 millage rate as set forth below; and

16 **NOW, THEREFORE, BE IT RESOLVED** by the Mayor and City Council of the City of
17 Fairburn, Georgia and it is hereby resolved by the authority of same as follows:

18 **BE IT FURTHER RESOLVED**, that the G.O. bonded indebtedness rate for the City of
19 Fairburn for the FY 2022-2023 shall be set at 1.46 mills.

20 **BE IT FURTHER RESOLVED**, that the millage rate for the City of Fairburn for the FY
21 2022-2023 shall be set at 8.1 mills.

22 **BE IT FURTHER RESOLVED**, that this resolution shall become effective immediately
23 upon the signature of the Mayor and shall govern all FY 2022 – 2023 assessments.

24 **BE IT FINALLY RESOLVED**, that all resolutions and parts of resolutions in conflict with
25 this Resolution are hereby repealed to the extent of any such conflict.

26 This 12th day of September 2022.

27 **SIGNATURES APPEAR ON FOLLOWING PAGE**
28 **REMAINDER OF PAGE INTENTIONALLY LEFT BLANK**

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Mario B. Avery, Mayor

ATTEST:

Brenda B. James, City Clerk

APPROVED AS TO FORM:

Rory K. Starkey, City Attorney

ATTACHMENT "A"
FISCAL YEAR 2022 – 2023 MILLAGE RATE



CITY OF FAIRBURN

CITY COUNCIL AGENDA ITEM

SUBJECT: FY 2022-2023 Budget Ordinance

☐ AGREEMENT ☐ POLICY / DISCUSSION ☐ CONTRACT
☒ ORDINANCE ☐ RESOLUTION ☐ OTHER

Submitted: 09/01/2022 Work Session: 08/15 – 8/16/2022 Council Meeting: 09/12/2022

DEPARTMENT: Finance

BUDGET IMPACT: Creation of FY 2022-2023 Budget Ordinance.

PUBLIC HEARING? ☐ Yes ☒ No


PURPOSE: For Mayor and Council to review and establish the FY 2022-2023 Budget Ordinance.

HISTORY: The City of Fairburn has held meetings open to the public to discuss the FY 2022-2023 proposed budget. Work sessions were held on August 15 and 16 and a public hearing was held on August 22. These meetings allowed Mayor, Council, and Citizens to ask questions and voice any concerns about the budget. Each fiscal year a balance budget must be establish for the City.

FACTS AND ISSUES: This Ordinance is to set the Fiscal Year 2022-2023 budget. The FY 2022-2023 budget will be \$23,547,873 in general funds, \$39,470,584 in other funds, for a total of \$63,018,457.

FUNDING SOURCE: There are multiple funding sources, please see attached.

RECOMMENDED ACTION: Staff recommends approval of the FY 2022-2023 Budget Ordinance.


Tony M. Phillips, City Administrator

ATTACHMENT "A"
FISCAL YEAR 2022-2023 MILLAGE RATE

CITY OF FAIRBURN

NOTICE OF FIVE YEAR HISTORY

The Mayor and Council of the City of Fairburn will announce and adopt the millage rate which will be set at the regular Council Meeting on Monday, September 12, 2022 at 7:00 p.m. at City Hall, 56 Malone Street, S.W. Fairburn, Georgia and pursuant to the requirements of O.C.G.A. Section 48-5-32 does hereby publish the following presentation of the Estimated Current Year's Tax digest and levy for the past five (5) years.

All citizens of Fairburn are invited to attend.

CURRENT 2022 TAX DIGEST AND FIVE YEAR LEVY

	2018	2019	2020	2021	2022
Real & Personal	1,254,193,691	1,648,631,489	1,595,435,835	2,064,379,620	2,351,560,010
Motor Vehicle	8,421,280	6,944,070	5,799,410	4,199,340	3,745,450
Mobile Homes	3,920	3,920	3,920	3,920	3,920
Timber 100%	-	-	-	-	-
Heavy Duty Equipment	72,725	123,451	732,270	-	461,840
Gross Tax Digest	1,262,691,616	1,655,702,930	1,601,971,435	2,068,582,880	2,355,771,220
Exemptions - M & O	549,214,180	836,250,780	206,595,790	991,188,080	1,052,446,560
Net Tax Digest	713,477,436	819,452,150	1,395,375,645	1,077,394,800	1,303,324,660
Gross Millage	16.696	17.666	17.830	16.360	17.240
Less Roll Back	8.596	9.560	9.730	8.260	9.140
Net Millage	8.100	8.100	8.100	8.100	8.100
Net Tax Levy 100%	5,779,167	6,637,562	11,302,543	8,726,898	10,556,930
Net Increase/(Decrease)	1,059,181	858,395	3,638,450	(2,575,645)	1,830,032
Net Levy %	22.44%	14.85%	54.82%	-22.79%	20.97%

1 STATE OF GEORGIA
2 COUNTY OF FULTON

ORDINANCE NO. _____

3
4 BUDGET ORDINANCE
5
6

7 AN ORDINANCE TO ESTABLISH THE BUDGET FOR FISCAL YEAR 2022-2023,
8 TO COMMENCE OCTOBER 1, 2022 THROUGH SEPTEMBER 30, 2023; AND
9 FOR OTHER RELATED PURPOSES.
10

11 WHEREAS, The Mayor and City Council of the City of Fairburn, Georgia, have considered
12 the terms and provisions of the budget for Fiscal Year 2022-2023; and

13 WHEREAS, it has been recommended by the City Administrator and City Finance Director
14 that the Mayor and City Council adopt the FY 2022-2023 budget as set forth below; and

15 NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of
16 Fairburn, Georgia and it is hereby ordained by the authority of same as follows:

17 Section 1. The budget for the operations, capital programs, and debt service maintained for
18 the City of Fairburn for the Fiscal Year ending September 30, 2023 is \$63,018,457 in expenses
19 and \$63,018,457 in revenues. The budget includes all revenues and expenditures for
20 governmental, special revenue and enterprise purposes as detailed in the budget documents
21 adopted in accordance with Georgia law. A copy of the budget is attached hereto as
22 Attachment "A" and is incorporated herein by reference..

23 Section 2. This ordinance shall become effective immediately upon the signature of the
24 Mayor and shall govern all FY 2022 – 2023 revenues and expenditures.

25 Section 3. All ordinances and parts of ordinances in conflict with this Ordinance are hereby
26 repealed to the extent of any such conflict.

27 This 12th day of September 2022.

28 SIGNATURES APPEAR ON FOLLOWING PAGE
29 REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

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Mario B. Avery, Mayor

ATTEST:

Brenda B. James, City Clerk

APPROVED AS TO FORM:

Rory K. Starkey, City Attorney

FISCAL YEAR 2022 - 2023 BUDGET

Revenues						Expenditures		
Fund	GL Description	(FY2021-22) APPROVED BUDGET	(FY2022-23) PROPOSED BUDGET	Fund	Dept	GL Description	(FY2021-22) APPROVED BUDGET	(FY2022-23) PROPOSED BUDGET
100	Taxes	16,259,253	17,535,616	100	1110	Mayor & Council	414,332	388,911
100	Licenses and Permits	580,890	589,000	100	1310	City Clerk	218,612	408,996
100	Intergovernmental	-	-	100	1320	City Administrator	1,234,630	1,647,964
100	Charges for Services	149,500	134,000	100	1510	Finance	802,129	1,132,629
100	Fines and Forfeitures	507,000	800,000	100	1535	Technology	340,000	423,640
100	Investment Income	200,000	50,000	100	1540	Human Resources	419,393	569,357
100	Contributions-Donations	43,500	40,000	100	1565	Property Management	998,435	945,203
100	Miscellaneous Revenue	103,047	67,747	100	2650	Court Services	785,385	894,067
100	Other Financing Sources	4,080,980	4,331,510	100	3200	Police	4,833,807	5,006,321
		21,924,170	23,547,873	100	3500	Fire	4,194,967	4,252,733
220	Confiscated	50,000	5,010	100	4100	Public Works	525,230	552,734
230	American Rescue Act	3,130,891	6,191,600	100	4200	Streets	1,550,813	2,016,047
250	Grants	4,223,891	1,221,133	100	4900	Maintenance & Shop	306,648	252,656
260	Tree Fund	-	-	100	6100	Recreation Programs	744,101	1,118,315
270	Technology Fee	90,000	50,000	100	7200	Inspection & Enforcement	333,580	469,795
275	Hotel/Motel Tax	200,000	205,000	100	7400	Planning & Zoning	393,921	478,807
350	Capital Projects	2,910,532	1,155,020	100	7500	Economic Development	288,575	387,622
351	Go Bond	1,002,268	2,714,126	100	7550	Mainstreet	-	155,247
360	TSPLOST	5,113,295	5,400,000	100	7600	Downtown Development Auth	20,700	20,700
505	Water and Sewer	8,838,437	8,608,973	100	9000	Non-Departmental	3,518,912	2,426,129
506	Storm Water	859,687	723,592				21,924,170	23,547,873
507	Water and Sewer Bond	331,700	330,610	220	0000	Confiscated	50,000	5,010
510	Electric	9,423,951	10,530,195	230	0000	American Rescue Act	3,130,891	6,191,600
540	Sanitation	850,000	898,000	250	0000	Grants	4,223,891	1,221,133
580	Educational Complex	1,572,890	1,437,325	260	0000	Tree Fund	-	-
		38,597,542	39,470,584	270	0000	Technology Fee	90,000	50,000
				275	0000	Hotel/Motel Tax	200,000	205,000
				350	0000	Capital Projects	2,910,532	1,155,020
				351	0000	Go Bond	1,002,268	2,714,126
				360	0000	TSPLOST	5,113,295	5,400,000
				505	0000	Water and Sewer	8,838,437	8,608,973
				506	0000	Storm Water	859,687	723,592
				507	0000	Water and Sewer Bond	331,700	330,610
				510	0000	Electric	9,423,951	10,530,195
				540	0000	Sanitation	850,000	898,000
				580	0000	Educational Complex	1,572,890	1,437,325
							38,597,542	39,470,584
	Total Revenues	60,521,712	63,018,457			Total Expenditures Budget	60,521,712	63,018,457



CITY OF FAIRBURN
FY23 Department Budgeted Positions
Effective: October 1, 2022

CITY CLERK [1310]

CITY CLERK	1
DEPUTY CITY CLERK	1
RECEPTIONIST (FRONT DESK CITY HALL)	1
TOTAL	3

CITY MANAGER [1320]

CITY ADMINISTRATOR	1
ASSISTANT CITY ADMINISTRATOR	1
EXECUTIVE ADMINISTRATIVE ASSISTANT	1
TOTAL	3

COUNCIL [1110]

MAYOR	1
MAYOR PRO TEM	1
COUNCIL MEMBER	5
CHIEF OF STAFF	1
TOTAL	8

ECONOMIC DEVELOPMENT [7500]

DIRECTOR OF ECONOMIC DEVELOPMENT	1
MAIN STREET COORDINATOR	1
ADMINISTRATIVE ASSISTANT	1
TOTAL	3

FINANCE [1510]

FINANCE DIRECTOR	1
PROCUREMENT MANAGER	1
ACCOUNTS PAYABLE SPECIALIST	1
REVENUE SPECIALIST I	3
REVENUE SPECIALIST II	1
SENIOR ACCOUNTANT	2
TOTAL	9

FIRE [3500]

FIRE CHIEF	1
ADMINISTRATIVE ASSISTANT	1
DEPUTY CHIEF OF OPERATIONS	1
DEPUTY CHIEF FIRE MARSHAL	1
DIVISION CHIEF (TRAINING/SUPPORT SERVICES)	1
FIRE BATTALION CHIEF	3
FIRE SAFETY EDUCATOR/FIRE INSPECTOR	1
FIREFIGHTER LIEUTENANT	5
FIREFIGHTER SERGEANT	6
FIREFIGHTER (NON-CERTIFIED)	14
FIREFIGHTER BASIC	11
FIREFIGHTER II	1
FIREFIGHTER EMT	2
TOTAL	48

HUMAN RESOURCES [1540]

HR DIRECTOR	1
SR. HR GENERALIST	1
HR GENERALIST	1
HUMAN RESOURCES SPECIALIST	1
TOTAL	4

MUNICIPAL COURT [2650]

DEPUTY CLERK (COURT)	1
COURT ADMINISTRATOR	1
CHIEF CLERK (COURT)	1
ADMIN ASSISTANT (PART-TIME)	1
TOTAL	4

PLANNING & ZONING [7400]

PLANNING & ZONING DIRECTOR	1
PERMIT CLERK	1
PLANNER	1
TOTAL	3

POLICE [3200]

POLICE CHIEF	1
POLICE DEPUTY CHIEF	1
POLICE CAPTAIN	1
POLICE LIEUTENANT	4
POLICE SERGEANT	6
POLICE DETECTIVE	3
POLICE CORPORAL	4
POLICE OFFICER	24
POLICE OFFICER RECRUIT	0
POLICE BUDGET/PURCHASING ASSISTANT	1
POLICE ADMINISTRATIVE AIDE	4
POLICE GCIC CLERK	1
TOTAL	50

INSPECTION & ENFORCEMENT [7200]

CODE ENFORCEMENT MANAGER	1
CODE ENFORCEMENT OFFICER	4
TOTAL	5

PROPERTY MANAGEMENT [1565]

FACILITIES MANAGER	1
BUILDING MAINT TECH I	1
CUSTODIAN	2
TOTAL	4



CITY OF FAIRBURN
FY23 Department Budgeted Positions
Effective: October 1, 2022

PUBLIC WORKS [4100]

COMMUNITY DEVELOPMENT DIRECTOR	1
ADMINISTRATIVE ASSISTANT	1
EROSION CONTROL/DEVELOPMENT INSPECTOR	1
ENGINEER	1
TOTAL	4

RECREATION DEPARTMENT [6100]

PARKS & RECREATION DIRECTOR	1
PARKS & RECREATION SUPERVISOR	1
PROGRAM COORDINATOR	1
RECREATION ADMINISTRATIVE ASSISTANT	1
PARKS & RECREATION COORDINATOR	1
GROUNDKEEPER MAINTENANCE WORKER	2
RECREATION SPECIALIST (PART-TIME)	1
TOTAL	8

STREETS [4200]

DIRECTOR STREETS/MAINTENANCE & SHOP	1
STREET DEPT. SUPERINTENDENT	1
ADMINISTRATIVE ASSISTANT STREETS	1
STREET DEPT. CREW LEADER	4
HEAVY EQUIPMENT OPERATOR	1
STREET MAINTENANCE TECHNICIAN	1
STREET MAINTENANCE WORKER I	10
TOTAL	19

GARAGE [4900]

AUTOMOTIVE TECHNICIAN I	1
AUTOMOTIVE TECHNICIAN II	1
TOTAL	2

WATER & SEWER [505]

WATER SUPERVISOR	1
WATER SUPERINTENDENT	1
UTILITIES MAINTENANCE WORKER I	3
UTILITY MAINTENANCE WORKER II	1
UTILITY MAINTENANCE WORKER III	2
TOTAL	8

ELECTRICITY [510]

UTILITY DIRECTOR	1
UTILITIES OPERATION MANAGER	1
UTILITY BILLING SPECIALIST	1
CUSTOMER SERVICE REPRESENTATIVE	3
UTILITY BILLING CLERK	2
ELECTRIC SUPERINTENDENT	1
ELECTRIC GROUNDMAN	1
ELECTRIC LINEMAN	3
JOURNEYMAN ELECTRIC LINeworker	2
METER READER	4
TOTAL	19

DEPARTMENT TOTAL SUMMARY

CITY CLERK [1310]	3
CITY MANAGER [1320]	3
COUNCIL	8
ECONOMIC DEVELOPMENT [7500]	3
FINANCE [1510]	9
FIRE [3500]	48
HUMAN RESOURCES [1540]	4
MUNICIPAL COURT [2650]	4
PLANNING & ZONING [7400]	3
POLICE [3200]	50
INSPECTION & ENFORCEMENT [7200]	5
PROPERTY MANAGEMENT [1565]	4
PUBLIC WORKS [4100]	4
RECREATION DEPARTMENT [6100]	8
STREETS [4200]	19
GARAGE [4900]	2
WATER & SEWER [505]	8
ELECTRICITY [510]	19
TOTAL POSITIONS	204



CITY OF FAIRBURN

CITY COUNCIL AGENDA ITEM

SUBJECT: GRPA BOOST Grant MOU

() AGREEMENT () POLICY / DISCUSSION (X) CONTRACT
() ORDINANCE () RESOLUTION () OTHER

Submitted: September 6, 2022 Work Session: Council Meeting: September 12, 2022

DEPARTMENT: Parks & Recreation

BUDGET IMPACT: \$59,000.00

PUBLIC HEARING? () Yes (x) No

PURPOSE: For Mayor and Council to review and approve the GRPA BOOST Program MOU for 2022-2023

HISTORY: The Fairburn Parks & Recreation Department received a reimbursable award of \$59,000.00 through the GRPA Building Opportunities Out-of-School Time (BOOST) Afterschool Program Grant. Our city was selected to operate a comprehensive afterschool program to help address the learning loss in Georgia for the 2022-2023 school year.

FACTS AND ISSUES: The Fairburn Parks and Recreation Department has developed an afterschool program designed to support students in building a stronger academic foundation. We will focus on bridging the educational gap through literacy enrichment, health & wellness, and STEAM programming. The BRIDGE Afterschool program will include the following focus areas academic reinforcement, learning acceleration, health & wellness, character & leadership development, exposure, and innovation. This will allow us to continue to reengage youth by connecting them to opportunities that are critical needs. These focus areas will be led by certified instructors and qualified recreation staff.

FUNDING SOURCE:

Contracted Services: 100-6100-52-3900

RECOMMENDED ACTION: For Mayor and Council to approve the 2022-2023 Georgia Recreation and Parks Association BOOST Program MOU.



Tony M. Phillips, City Administrator

To: GRPA Afterschool 2022-2023 Boost Contract Applicants

From: GRPA BOOST

Date: August 2, 2022



Agency: Fairburn

Contract Award: 59000

Email Address: cpayne@fairburn.com

Director Email:

Subject: BOOST Contract Award Notification

*Please send a brief acknowledgement of receipt of this email and acceptance of Contract Award to GRPA@GRPA.ORG and ADMIN@GRPA.ORG. This will help us ensure the information has been received and your intent.

Dear GRPA BOOST Contract Applicant – Afterschool 2022-2023,

We received numerous applications for GRPA Building Opportunities in Out-of-School Time (BOOST) Afterschool Program, which seeks to leverage out-of-school time and whole child supports to address learning loss in Georgia. **As the primary subgrantee with the Georgia Department of Education (GaDOE), the Georgia Recreation and Park (GRPA) is pleased to inform you that your organization has been selected to receive a contract to operate comprehensive Afterschool Programming in your community.** Congratulations as this was a highly competitive contractor selection process, and we celebrate with you on your success. Your approved, contract amount for Year 2, Afterschool August 2022 – June 2023 can be found above. **Due to the requested funds needed versus available funds your Contract Amounts may be different than your Requests. If your contracted amount is different you will need to submit an revised budget ([BOOST Budget Projection/Reimbursement EXAMPLE-](#)).** We had 18 agencies apply for 2022-2023 Afterschool Contracts.

The BOOST funding recommendations are based on your application's overall percentile score in comparison to all other applicants on each required element of the application, the [BOOST Funding Matrix-](#), FRPL percentages and your organization's dosage of programming. Each application was fully read and scored by qualified evaluators.

All funded organizations must be prepared to comply with all [Memorandum of Understand Afterschool 2022-2023](#), [GaDOE Conflict of Interest-](#) and all other requirements and expectations set forth in writing by GRPA. There will be a **mandatory webinar** that all contractors must attend – details TBD.

In addition, before accepting a BOOST contract, organizations should self-assess and affirm their capacity to:

- carry out their programming within available financial resources,
 - **Note: Your contract amount may be less than you requested** - consider carefully if the awarded funds are sufficient to operate programming. GRPA will work with you to adjust your budget accordingly.

- attend and engage in required training and technical support with GRPA and/or the Georgia Statewide Afterschool Network (GSAN),
- collect any required data and outcome measures as described in the RFP/MOU,
- participate in any reasonable program evaluation efforts,
- utilize a minimum 3 months of working capital, if necessary, to begin programming while trainings are conducted and budgets finalized and reviewed (GRPA, based on information made available by GSAN and GaDOE anticipates processing reimbursements monthly thereafter).

If you are unsure of your organization's ability to meet the requirements of the BOOST program, if you have questions regarding the requirements, or if you wish to decline your Contract Award, please contact ADMIN@GRPA.ORG as soon as possible. Your formal Contract/Memorandum of Understanding (MOU) (forthcoming) with GRPA will be your written acceptance of this contract GRPA BOOST award.

Next Steps: As 1 of 18 organizations funded in the GRPA BOOST Afterschool Program, you will be expected to actively engage in the intake and orientation process.

Below are 4 important steps to take as implementation begins:

1. **ALL-** Complete the brief, [Program Assurances/Memorandum of Understanding](#), COI and return by August 19, 2022. We recommend a senior member of management complete this form.
2. **NEW-** You must also submit a current W-9 dated within the past 12 months. Check and see if there are any changes regarding your ACH Form for Reimbursement and if new submit an [ACH Form](#). Send these documents to ADMIN@GRPA.ORG with the subject line "W-9 / ACH Forms" NO LATER THAN FRIDAY, August 19, 2022.
3. Spread the good news within your own networks! GRPA's press release will be issued when all documents have been received. Contact us if you would like us to provide a quote or statement specific to your organization.
4. Stay tuned! In the coming weeks you will receive additional information regarding Reimbursement Process, readiness assessment, grantee networking opportunities, and virtual orientation sessions that will cover program requirements and eligible expenses, technical assistance, data collection, and program sustainability.

To recap, there are two immediate dates to remember:

- * Submit to GRPA any initial questions or concerns regarding your grant award.
- * Complete and submit to GRPA your W-9, ACH, COI and [Assurance/MOU Form](#) by August 19, 2022 to: grpa@grpa.org and admin@grpa.org

Your Afterschool Learning Program is critical to the long-term recovery and support of Georgia's children and families, as well as in addressing learning loss. We look forward to being a partner to you in the work to come!

Sincerely,

GRPA

Steve Card

Steve Card
GRPA Executive Director

Craig Sowell

Craig Sowell
GRPA Grant Administrator

Georgia Recreation and Park Association – BOOST Program
2022 – 2023 MOU & Assurances for Contractors Receiving American
Rescue Plan Act (ESSER) Funds - AFTERSCHOOL 2022-2023
CONTRACTS

Georgia Recreation and Park Association, Inc.
Memorandum of Agreement (MOU)

Georgia Recreation and Park Association, Inc. (hereinafter referred to as "**GRPA**"), a Georgia non-profit corporation with its principal place of business located at 1285 Parker Road SE, Conyers, Georgia 30094-5957, enters into this Memorandum of Understanding ("**MOU**") with City of Fairburn (hereinafter referred to as the "**Contractor**") in the total amount of \$59,000.00 to provide comprehensive out-of-school time services under the terms and conditions set forth in this MOU.

The Contractor agrees to deliver professional services that meet the general scope of work required for the GRPA BOOST Program, as described here:

- Operate comprehensive afterschool and/or summer programming that expands and improves high-quality learning and supports for K-12 students in the Contractor's local community
- Combat learning loss and meet students' well-being, connectedness, and mental health needs
- Directly support learning acceleration and whole child approaches to positive youth development
- Prepare students for success in the present and ready students for new learning
- Jump-start underperforming students into learning new concepts
- Create opportunities for struggling students to learn alongside their more successful peers
- Address students' comprehensive needs through the shared responsibility of students, families, schools, and communities
- Acknowledge and address non-academic factors that impact academic outcomes while expanding learning opportunities
- Create environments where students are healthy, safe, engaged, supported, and challenged
- Expand access to serve more youth, with an emphasis on children who were most impacted by the pandemic
- Reduce barriers to participation to ensure access for all
- Increase programmatic quality and expand or enhance supports/services offered

As a condition of this MOU, the parties agree as follows:

1. *Use of Funds.*

The overall purpose of the services provided under this MOU is to support learning acceleration, connectedness, and well-being of Georgia's students, utilizing a whole child approach. Funds will be expended only in accordance with this MOU and as specified as allowable in the GRPA RFP and/or in any approved budgets. Any changes in the implementation of the contracted services will require the prior written approval of GRPA.

2. *Contract Period, Invoicing & Payment.*

The contract period for this MOU August 1, 2022 – June 30, 2023 ("**Contract Program Period**"). Financial process will continue for at least 30 days after program period ends), subject to the terms contained in this MOU. The Contractor shall invoice GRPA no more frequently than monthly for services provided during the Contract Period. GRPA will pay the Contractor's invoice within 30 days *with the condition that GRPA must first successfully receive those funds from GaDOE through a separate process.*

3. *GRPA BOOST Project Administrator.* The GRPA BOOST Statewide Program Administrator (Craig Sowell) in Consultation with the GRPA Executive Director (Steve Card) will manage this Statewide Project. The GRPA BOOST Statewide Program Administrator shall direct the Program and control the manner of its performance. If the GRPA BOOST Statewide Program Administrator is no longer employed by GRPA or becomes unable or unwilling to complete the Program for any reason, the GRPA Executive Director will be the point of contact. The Contractor shall establish persons to be accountable at the local level for all funds paid under this MOU and communicate regularly and in a timely manner with the appropriate GRPA Staff. Failure to communicate in a timely manner may jeopardize current and/or future funding under the GRPA Statewide BOOST Program.

4. *Reports.* The Contractors agrees to abide by any programmatic or fiscal reporting deadlines established by GRPA to effectively administer the Program. Monthly reports shall include financial reporting for the period covered, narrative description of provided activities, dosage, duration and detailed information on Program objectives and outcomes. Other information may be required by GRPA to maintain Program compliance. The Contractor must complete the Evaluation

Georgia Recreation and Park Association – BOOST Program
2022 – 2023 MOU & Assurances for Contractors Receiving American
Rescue Plan Act (ESSER) Funds - AFTERSCHOOL 2022-2023
CONTRACTS

Form and Final Reports as required. The Final Report for each year of the Program shall be due - July 31, 2023 (or date specified by GaDOE/GSAN), GRPA may add supporting materials (i.e., news articles, evaluation reports, etc.) if such materials help to convey the significance of the work completed under this Program. Observation and inspection visits may be unannounced or scheduled from various partners of the GRPA BOOST Program.

5. Accounts & Recordkeeping.

The Contractor will be responsible for their own bookkeeping and submittal of reports to GRPA by deadlines required for reimbursement. Books and records may be requested by GRPA or GRPA's grantor, Georgia Department of Education (GaDOE), at any time during the Contract Period. Contractor shall maintain books and records regarding the Program and the funds provided under this MOU and make them available for inspection, subject to any limitations imposed by applicable law. GRPA and Contractor shall maintain copies of any records and reports under the Program for a period of at least (5) years after the Contract Period ends (or according to Georgia Secretary of State Record Retention Policies).

6. Assurances, Warranties, & Representations.

The Contractor named in this MOU is a recipient of federal ESSER funds in the GRPA BOOST Program, which utilizes relief funds provided by the American Rescue Plan Act. The Georgia Department of Education (GaDOE) is the primary grantee. As the contractor providing purchased services to the State-wide subgrantee (GRPA), you are bound to the assurances contained in this document; these assurances will be in effect for the period of the contract agreement. Failure to follow any aspect of the contract agreement, including these assurances, may result in the delay, reduction, or termination of said agreement and accompanying funds.

These assurances are integral to this MOU; by signing this MOU, the Contractor agrees to the assurances. The contractor hereby assures that it will comply with the following:

Assurances	
1.	The signatory for these assurances certifies that he/she/they has the authority to bind the Contractor.
2.	Contractor certifies that neither it nor its related corporations and vendors are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
3.	The Contractor certifies that it will have information available regarding its services that can be provided to community stakeholders upon request.
4.	The Contractor certifies the instruction and content offered are secular, neutral, and non-ideological.
5.	The services will take place in a safe and easily accessible facility. It is the responsibility of the Contractor to ensure that it meets all requirements, including but not limited to, child-care licensing, occupancy, fire, water, and transportation of students.
6.	The services will be administered in accordance with all applicable statutes, regulations, program plans, and applications.
7.	Prior to any material change affecting the purpose, administration, organization, budget, or operation of the contracted services, the Contractor agrees to submit an appropriately amended application or project description to the Subgrantee for approval.
8.	The Contractor agrees to notify the Subgrantee, in writing, of any change in the contact information provided in its application.
9.	The Contractor will use fiscal control and sound accounting procedures that will ensure proper disbursement of and account for Federal and state funds paid to the Contractor to perform its duties.
10.	The Contractor will cooperate in carrying out any evaluation of services provided by or for the Subgrantee, the Georgia Department of Education, the U.S. Department of Education, or other state or Federal officials.

Georgia Recreation and Park Association – BOOST Program
2022 – 2023 MOU & Assurances for Contractors Receiving American
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11.	The Contractor will submit reports to the Subgrantee as may reasonably be required. The Contractor will maintain such fiscal and programmatic records and provide access to those records, as necessary, for the Subgrantee to perform its duties.
12.	The Contractor will adhere to all service evaluation requirements, reporting deadlines and data certification processes established by the Subgrantee for the purpose of the annual summative evaluation, formative assessment and summer evaluation reports.
13.	The Contractor is responsible for ensuring that all applicable liability insurance requirements are met and will submit proof of its Fidelity and Liability Insurance Policy and proof of minimum liability transportation insurance to the Subgrantee within 60 days if requested.
14.	All invoices for service will be submitted in a timely manner as stipulated by the Subgrantee in the contract agreement.
15.	The Contractor certifies that state and national criminal background checks will be conducted annually for any and all individuals acting on behalf of the Contractor including regular volunteers, employees, contractors, relatives, etc. prior to their employment, whether or not they have direct contact with students. In addition, the Contractor agrees to develop and utilize written policies on how the criminal background check results will be used in hiring and volunteer practices.
16.	The Contractor will comply with the Family Education Rights and Privacy Act of 1974.
17.	Contractor will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin; Title IX of the Education Amendments of 1972, which prohibits discrimination on the basis of sex; Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicaps; and the Age Discrimination Act of 1975, which prohibits discrimination on the basis of age, and the Americans with Disabilities Act of 1990, which prohibits discrimination on a basis of disability.
18.	In accordance with the Federal Drug-Free Workplace and Community Act Amendments of 1989 and the Drug-Free Workplace Act of 1988, the Contractor understands that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance, marijuana, or dangerous drug is prohibited at geographic locations at which individuals are directly engaged in the performance of work pursuant to BOOST Program.

Additionally, all Contractors agree to the following quality standards for services provided. Note that nothing in this section shall be construed to affect existing legal requirements established for individuals with access to minor children, including but not limited to those related to camps, employee criminal background checks, and any relevant licenses and permits. All subcontracted/partner staff must meet the same requirements as if they were actual staff of the Contractor.

- In addition to safety training, all staff must receive training on safe operations including COVID-19 mitigation strategies, (e.g., mask wearing, social distancing, hand hygiene, cleaning, and disinfecting), infection control requirements, and Centers for Disease Control and Prevention (CDC) and state guidelines and protocols.
- There shall be a designated staff person in charge, who is 18 years of age or older, always on site when the afterschool or summer service is in operation. Teacher/Lead Caregivers must be at least 18 years of age and the assistant caregiver/aide may be 16 or 17 years of age; however, a director must be at least 21 years of age.
- Any Contractor whose program includes activities at a waterfront or swimming area, whether as a regular part of their service location or as an off-site educational service trip, must have at least one person with current evidence of having successfully completed a training program in lifeguarding offered by a water-safety instructor certified by the American Red Cross, YMCA, YWCA or other recognized standard-setting agency for water safety instruction. Such person may be a program staff member or an employee of a water facility (e.g., local swimming pool) and be at least 18 years of age.
- Staff-to-student ratios when students are in or on the water (over 2 feet deep) is one staff person to 6 students for students aged 4 years and older who cannot swim 15 yards unassisted and a 1:15 ratio for students aged 4 years and older who can swim a distance of 15 yards unassisted.

Georgia Recreation and Park Association – BOOST Program

**2022 – 2023 MOU & Assurances for Contractors Receiving
American Rescue Plan Act (ESSER) Funds - AFTERSCHOOL
2022-2023 CONTRACTS**

- Staff-to-student ratios when students are in or on the water (less than 2 feet deep) is one staff person to 20 students for students aged 5 years or a 1:25 ratio for students aged 6 years and older.
- At least one additional staff member above the required staff to child ratios for any water-related activity (such as swimming, fishing, boating, or wading) shall be available to rotate among the age groups as needed when any of the following circumstances are present:
 - most of the children in a group are not accustomed to or are afraid of the water
 - most of the children in a group comprised of children who cannot swim 15 yards unassisted cannot touch the bottom of the water facility without submerging their heads
 - the water facility is particularly crowded or
 - the children have special needs which impact on their ability to participate safely in the water-related activity.
- Contractor must maintain a staff to child ratio of at least 1:20 for children aged five years with a maximum group size of 40 and at least 1:25 for children aged six years and older with a maximum group size of 50. The ratio of staff to children shall always be maintained. The staff to child ratios for a mixed-age group shall be based on the age of the youngest group of children that includes more than twenty percent (20%) of the total number of children in the mixed-age group. The ratio of staff to children, as specified in this subsection, shall always be maintained, including during all outings and trips except for structured activities offered exclusively for school age children.
- Prior to the start of the contracted service, the Contractor's administrators shall develop a written plan for handling emergencies, including but not limited to severe weather, loss of electrical power or water and death, serious injury or loss of a child, a threatening event, or natural disaster which may occur at the program's location. The organization will have in place procedures for evacuation, relocation, shelter-in-place, lock-down, communication and reunification with families, and continuity of operations. The plan must apply to all children in care and will include specific accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions. Such plan shall include assurance that the Contractor's personnel will not impede in any way the delivery of emergency care or services to a child by licensed or certified emergency health care professionals.
- The Contractor shall conduct drills for fire, tornado, and other emergency situations. The fire drills will be conducted monthly, and tornado and other emergency drills will be conducted every six months. The Contractor shall maintain documentation of the dates and times of these drills for two years.

GRPA Agency Contractor represents and warrants to GRPA, Inc. a. This MOU is the legal and binding obligation to GRPA, enforceable in accordance with its terms, except as limited by bankruptcy, insolvency, or other applicable laws.

b. GRPA Contractor confirms that it is an organization that is currently recognized by the Internal Revenue Service (the "IRS") as governmental (City/County) entity or Authority.

c. The Program and the use of funds will comply with the objectives set forth in this MOU and other BOOST requirements, as well as all applicable laws, rules, and regulations to which the GRPA is subject.

d. GRPA contractor agencies shall maintain insurance with responsible and reputable companies in such amounts and covering such risks as is prudent and is usually carried by entities engaged in operations similar to that of GRPA and shall furnish to GRPA Inc. with evidence of compliance upon request. To the extent permitted by law, GRPA contractor agencies hereby agrees to indemnify, defend, and hold harmless GRPA Inc. from and against, and in respect to, all losses, expenses, costs, obligations, liabilities, and damages, including interest, penalties and reasonable attorney's fees and expenses, that GRPA Inc. may incur as a result of any negligent or willful acts or omissions of GRPA Agency or any of its agents or employees.

7. No Lobbying.

GRPA Contractor agrees that no portion of the funds provided under this MOU will be used for any of the following: (i) to lobby or otherwise attempt to influence legislation; (ii) to influence outcome of any specific public election or participate or intervene in any political campaign on behalf of any candidate for public office or conduct, directly or indirectly, any voter registration drive; or (iii) to distribute funds to any entity or individual, other than as detailed in the Application.

Georgia Recreation and Park Association – BOOST Program
2022 – 2023 MOU & Assurances for Contractors Receiving
American Rescue Plan Act (ESSER) Funds - AFTERSCHOOL
2022-2023 CONTRACTS

8. *Compliance. See above Assurances.*

9. *Additional Obligations of GRPA Contractor.*

In consideration of the contractual funding herein, CONTRACTOR shall provide GRPA with the elements set forth above and attached herein and incorporated herein by reference.

10. *Miscellaneous.*

- a. No failure to exercise, and no delay in exercising, on the part of GRPA, Inc., any right under this MOU shall operate as a waiver thereof, nor shall any single or partial exercise thereof preclude any other or further exercise thereof or the exercise of any other right.
- b. This MOU shall be construed in accordance with and governed by the laws of the State of Georgia.
- c. In the event that any provision or any part of a provision of this MOU shall be finally determined to be superseded, invalid, illegal or otherwise unenforceable pursuant to applicable laws by an authority having jurisdiction, such determination shall not impair or otherwise affect the validity, legality, or enforceability of the remaining provisions or parts of provisions thereof, which shall remain in full force and effect as if the unenforceable provision or part were deleted.
- d. GRPA Contractor understands that there is no commitment by the GRPA, Inc. to supply any further support for the Program. GRPA, Inc. considers each request on an individual basis, and that this MOU is not to be construed as establishing a precedent for further support.
- e. This MOU constitutes the entire agreement between the parties hereto. No oral representations or other agreements have been made by the parties except as stated herein. The MOU may not be changed in any way except as herein provided, and no term or provision hereof may be waived except in writing signed by a duly authorized officer or agent. The titles of any paragraph of this MOU are for convenience only and shall not be deemed to limit, restrict, or alter the content, meaning or effect thereof.

11. *Standard Terms and Conditions. This MOU is subject to the above.*

IN WITNESS WHEREOF, the parties have set their hands as of the date(s) written below.

GEORGIA RECREATION AND PARK
ASSOCIATION, INC

GRPA BOOST AGENCY CONTRACTOR:

[Organization Name:]

Signature: _____

Signature: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Attest:

Brenda James, City Clerk

Approved as to Form:

Rory Starkey, City Attorney



CITY OF FAIRBURN CITY COUNCIL AGENDA ITEM

SUBJECT: 2022 Fulton County Multi-Jurisdictional Hazard Mitigation Plan

() AGREEMENT () POLICY / DISCUSSION () CONTRACT
() ORDINANCE (X) RESOLUTION () OTHER

Submitted: 09/06/2022

Work Session: N/A

Council Meeting: 09/12/2022

DEPARTMENT: FIRE

BUDGET IMPACT: NONE

PUBLIC HEARING? () Yes (X) No


PURPOSE: For Mayor and Council to approve a Resolution authorizing the City of Fairburn adoption of the 2022 Fulton County Multi-Jurisdictional Hazard Mitigation Plan.

HISTORY: The Federal Disaster Mitigation Act of 2000 (DMA) provides the legal framework for (FEMA) mitigation, planning requirements for state, local, and tribal governments as a condition of mitigation grant assistance.

FACTS AND ISSUES: It has been determined that in the best interest of the citizens of the City of Fairburn that the City adopt the 2022 Fulton County Multi-Jurisdictional Hazard Mitigation Plan revised by AFCEMA based on the hazard mitigation assistance planning.

FUNDING SOURCE: NONE

RECOMMENDED ACTION: Staff recommends that Mayor and Council approve a Resolution authorizing the City of Fairburn adoption of the 2022 Fulton County Multi-Jurisdictional Hazard Mitigation Plan.


Tony M. Phillips, City Administrator

1 STATE OF GEORGIA
2 COUNTY OF FULTON
3

RESOLUTION NO: _____

4 **A RESOLUTION AUTHORIZING THE CITY OF FAIRBURN ADOPTION OF THE 2022**
5 **FULTON COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN**
6 **PURSUANT TO THE DISASTER MITIGATION ACT OF 2000; AND FOR OTHER**
7 **RELATED PURPOSES.**
8

9 **WHEREAS**, the Federal Disaster Mitigation Act of 2000 ("DMA") provides the legal framework
10 for the Federal Emergency Management Agency (FEMA) mitigation, planning requirements for
11 state, local, and tribal governments as a condition of mitigation grant assistance; and

12 **WHEREAS**, the DMA requires that states as a condition of receiving disaster assistance, with
13 support from local governmental agencies, develop hazard mitigation plans to prepare for and
14 reduce potential natural hazards and is intended to facilitate cooperation between state and local
15 authorities; and

16 **WHEREAS**, the Atlanta-Fulton County Emergency Management Agency ("AFCEMA") serves
17 as the leading coordinating agency for mitigation planning and coordinates with the Hazard
18 Mitigation Planning Committee ("HMPC"); and

19 **WHEREAS**, AFCEMA through County Code, Chapter 130 (Sections 130.1 to 130.30) is
20 designated as the Emergency Management Agency for Fulton County; and

21 **WHEREAS**, the purpose of the Fulton County Multi-Jurisdictional Plan is to identify and address
22 certain vulnerabilities that exist prior to and during a disaster in Fulton County; and

23 **WHEREAS**, through a comprehensive planning process and risk assessment, the plan creates a
24 unified approach for all Fulton County communities for dealing with identified hazards and
25 associated risk issues and serves as a guide for local governments in their ongoing efforts to reduce
26 community vulnerabilities; and

27 **WHEREAS**, in 2022, AFCEMA made certain revisions to the hazard mitigation plan ("2022
28 Fulton County Multi-Jurisdictional Hazard Mitigation Plan") based upon the hazard mitigation
29 assistance planning guidelines provided by the Federal Emergency Management Agency
30 ("FEMA"); and

31 **WHEREAS**, Fulton County submitted its Multi-Jurisdictional Hazard Mitigation Plan to FEMA
32 and FEMA determined that the County's Multi-Jurisdictional Mitigation Plan acceptable in August
33 2022; and

34 **WHEREAS**, DMA and federal regulations require the formal adoption of local hazard mitigation
35 plans by the governing body of each participating jurisdiction within Fulton County; and

36 **WHEREAS**, the Mayor and City Council have determined it to be in the best interest of the
37 citizens of the City of Fairburn that the City adopt the 2022 Fulton County Multi-Jurisdictional
38 Hazard Mitigation Plan revised by AFCEMA based on the hazard mitigation assistance planning

39 guidelines provided by FEMA for purpose of ensuring mitigation of and preparedness for natural
40 hazards.

41 **NOW, THEREFORE, BE IT RESOLVED**, that the 2022 Fulton County Multi-Jurisdictional
42 Hazard Mitigation Plan is hereby adopted.

43 **BE IT FURTHER RESOLVED**, that the City Council of the City of Fairburn is directed to
44 forward a signed copy of this Resolution to the Atlanta-Fulton County Emergency Management
45 Agency.

46 **BE IT FINALLY RESOLVED**, that this Resolution shall become effective upon its adoption,
47 and that all resolutions and parts of resolutions in conflict with this Resolution are hereby repealed
48 to extent of conflict only.

49 This ____ day of _____, 2022
50
51
52
53

Mario B. Avery, Mayor

54
55
56
57 ATTEST:

APPROVED AS TO FORM:

58
59
60 _____
61 Brenda B. James, City Clerk

Rory K. Starkey, City Attorney



CITY OF FAIRBURN

CITY COUNCIL AGENDA ITEM

SUBJECT: Portable Modular Building for a temporary Fire Station on Bohannon Road

☐ AGREEMENT

☐ POLICY / DISCUSSION

☒ CONTRACT

☐ ORDINANCE

☐ RESOLUTION

☐ OTHER

Submitted: 09/06/2022

Work Session: N/A

Council Meeting: 09/12/2022

DEPARTMENT: FIRE

BUDGET IMPACT: \$274,571

PUBLIC HEARING? ☐ Yes ☒ No


PURPOSE: For Mayor and Council to approve the purchase and installation of a portable modular building for a temporary fire station on Bohannon Road.

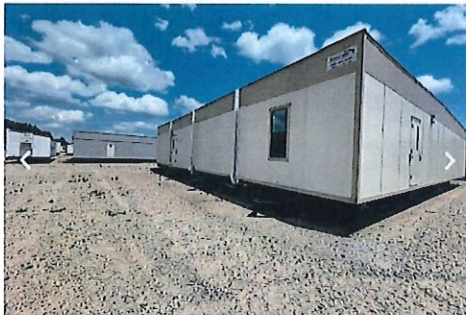
HISTORY: Due to the major growth of the City and the extended response times of fire and rescue apparatus, we have an emergency need to put a fire station in place on the eastside of the city for better service and fire protection for our citizens and businesses.

FACTS AND ISSUES: The 56 X 56 modular building built by Satellite Shelters Inc. will serve the eastern side of the city as a temporary location while Fire Station 23 is under construction. This will greatly improve our Fire Service response times.

FUNDING SOURCE: Asset Purchase (100-3500-544-2710): \$107,500 (50% of unit) and \$27,671 for floor plan modifications with a total cost of \$135,171 due at contract execution and the balance of \$139,400 due within 30 days of completion.

RECOMMENDED ACTION: Staff recommends that Mayor and Council approve the purchase and installation of a portable modular building for a temporary fire station on Bohannon Road in the amount of \$274,571.


Tony M. Phillips, City Administrator



56 X 56 USED MODULAR OFFICE BUILDING FOR SALE – ATLANTA, GA #6372AD

📍 Atlanta, GA

56x56 Used Modular Building is for Sale in Atlanta, GA. This unit has 5 private offices, 2 ADA Restrooms, 2 conference rooms, and a kitchen with upper and lower cabinets. There are extra rooms that could be utilized for lunch breaks, printing, storage space, or additional offices. The big open area could become cubicle space or break room. This building was designed to house a large amount of people while still allowing employees to have their privacy and space to focus.

This Mobile Office Features:

- Drop Ceiling
- Vinyl Tile Flooring
- Vinyl Covered Gypsum Interior Walls
- 5 Private Offices
- 2 Conference Rooms
- Kitchen w/Upper & Lower Cabinets
- Supply & Utility Closet
- Electric HVAC Unit
- Fluorescent Ceiling Lights
- 2 ADA Restrooms
- Hardie Panel Exterior Siding
- 4 Entry / Exit Doors
- State Seals: GA, SC
- Year of Manufacture: 2015

\$215,000

REQUEST MORE INFORMATION

Approved Budget: \$283,000					
	Satellite Shelters, Inc			Vesta Modular	
	Satellite 42x60 'used	Satellite 56x56' used		Vesta 42x64'	Vesta 56x56'
Options: Included	\$ 195,000.00	\$ 215,000.00	Options w/Sprinkler System	\$ 283,590.00	\$ 339,430.00
Drop Ceilings					
Vinyl Tile Flooring					
Vinyl Covered Gypsum Walls					
5 Offices					
1 Restroom w/ Shower					
Bonus Janitor Closet & IT Closet					
Elective HVAC Unit					
Fluorescent Ceiling Lights					
Hlardie Panel Exterior Siding					
2 Entry / Exit Doors					
Steps	\$ 900.00	\$ 3,600.00			
Delivery w/Escort	\$ 3,600.00	\$ 4,800.00			
Installation Labors	\$ 7,080.00	\$ 10,620.00			
Installation MW Materials	\$ 4,720.00	\$ 7,080.00			
Floor Plan Modifications	\$ 20,704.00	\$ 27,671.00			
Total Cost:	\$ 232,004.00	\$ 268,771.00			
Optional Skirting Installation	\$ 3,060.00	\$ 3,480.00			
Optional Skirting Material	\$ 2,040.00	\$ 2,320.00			
Total Cost w/Option	\$ 237,104.00	\$ 274,571.00			
	50% of the Unit Cost due at signing	\$ 107,500.00			
Net 30 Terms	Floor Plan Modifications due at signing	\$ 27,671.00			
	Total	\$ 135,171.00			
	Balance	\$ 139,400.00			



80 Hosea Rd.
Lawrenceville, GA 30046

Satellite Shelters, Inc.
Remittance Address
PO Box 860700
Minneapolis, MN 55486-0700
Phone: 770-963-7600
Mobile: 404-909-9728

Your Satellite Sales Representative:

Robert Kutuk
Email: robertk@satelliteco.com

Contract Date: 08/24/2022
Contract No.: RQ218124
Page: 1

Company:

Fairburn Fire Department
Fairburn, GA 30213

Contact:

Cornelius Robinson
7709642244
corobinson@fairburn.com

Ship-To Address:

Fairburn Fire Department
Fairburn, GA 30213

Pymt Terms: PREPAID

Substantial Completion Date (On or About): 08/24/2022

Description	Qty	Unit Price	Total Price
56x56 Modular Complex SN: 6372A/D	1	215,000.00	215,000.00
Steps - Sale	4	900.00	3,600.00
Delivery with Escort	4	1,200.00	4,800.00
Installation-MW: Labor	1	10,620.00	10,620.00
Installation-MW: Materials	1	7,080.00	7,080.00
Floorplan Modifications	1	27,671.00	27,671.00

Add 2 Showers, Remove 35' of Wall, Add 30' of Wall, 3 Doors, Counter & Window, Key Lock for Training Officers' Private Entry.

Optional Items - Not Included in Total	Qty	Unit Price	Total Price
* Check and Initial to Add Optional Items to Contract			
<input type="checkbox"/> Skirting: Installation	1	3,480.00	3,480.00
<input type="checkbox"/> Skirting: Material	1	2,320.00	2,320.00

Total Contract 268,771.00

Acceptance of this quote by signature constitutes a Sale Agreement and acceptance of Satellite Shelters, Inc. (Seller) Used Sale Agreement Terms and Conditions which can be viewed on the following pages of this document. Applicable taxes will be added to Contract Sum unless a proper form of exemption is provided.

Buyer Signature:

Seller Signature:

Title:

Title:

Date:

PO #:

Date: